



Great Sampford Primary School

Remote Learning Policy

Updated: February 2023
Review: February 2025

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Policy

This remote learning policy has been written as guidance for staff and parents and will apply should the school be closed for exceptional circumstances such as COVID-19. It sets out the systems and technologies that the staff will use to ensure children have continued access to the curriculum. The school's **online safety policy** will still apply at this time but this policy is an addendum following the national pandemic.

A flexible approach

Our remote learning provision is designed to ensure that our children have continued access to the curriculum. It is purposefully designed to allow a flexible approach. We understand that everyone's circumstances at home will be different. Some families have one child to support whilst others have several. Some families have one device to share while others may have more - and some things may work differently on different devices. Some parents will have plenty of time to help their children learn, while others will be working from home and may have much less time and some children will be able to work more independently than others or need greater challenge. With the majority of our families living in rural locations, the broadband width that they encounter can vary dramatically.

Due to this, we are providing a flexible approach to learning. It is not possible to provide a full day of activities as this will be unmanageable for most families and would encourage children to be at a screen for too long. We will be offering a variety of daily online and offline learning which will follow the schools curriculum planning.

Please ensure that you are using our Youtube channel for access to all of the educational activities. They are clearly dated, indicating the class that they are intended for. Please do not confuse our 'remote learning' channel with our 'how to' channel - the one you need has the school logo as the icon. This QR code will direct to the correct channel:



In addition to these videos, that can be accessed at a convenient time for you, the teachers will be live streaming on a daily basis using zoom. Some families can become overwhelmed with the amount of time required to ensure they are in the correct place at the right time.

Each day, you should expect:

- 1 Zoom session;
- 1 YouTube video and
- a selection of supporting materials which will equate to three subjects: English, maths and another.

The teachers will use this provision in a flexible way so that, depending on the content, they may allocate different amounts of time to either of the subjects. We have also scheduled a 'catch up' session daily for each class which offers an opportunity to address any misconceptions and bring everybody together, also using zoom. These can develop into further activities and learning opportunities such as whole group reading or phonics sessions.

There is also Purple Mash, Times Table Rockstars, the BBC and the Oak Academy available to you. Our website has an enormous amount of resources, most of them do not involve using a screen.

Individual pupils and families self-isolating

Where individual pupils and/or families are self-isolating, resources for English and Maths and topic will be provided via the class email addresses and through the school admin account.

Individual pupils and families self-isolating out of choice

Where individual pupils and/or families are choosing to self isolate without either a symptomatic member or a positive case of COVID-19, the school **will not** be providing work. The absence of the pupil will be recorded as unauthorised.

Whole school or 'bubble' closure

In the case of a whole school closure or the closure of a year group 'bubble', the school will offer remote learning to all pupils through a mixture of written lesson content and some video content, where appropriate. This content will be provided as detailed within this policy.

Sites and services

Remote learning will be provided and communicated through our 'ParentHub' platform, where children will be able to access information, tasks and activities. In addition to this videos will be uploaded to our YouTube channel. The school website also holds a number of links to educational sites. The school has also provided access to online reading books and maths games.

Education provision

Our school website contains links to educational services that can be accessed for free. Where suitable this content may be enhanced with the use of quizzes or video. Content may well be tailored to groups of pupils who have specific learning needs. In some cases the class teacher may feel it appropriate to run a 'Zoom' session (live video conferencing) to support children's learning. Our platform meets GDPR requirements and will not be recorded.

Interaction and contact

Opportunities are provided for children to submit work and ask for feedback from the teacher. Depending on the method of delivery of the content, this feedback may be via email or 'live' or through electronic marking. If parents have a concern, questions or issues regarding curriculum content they should contact the classroom teacher via the school admin email address. Staff will be contactable between 9am and 3pm on weekdays and they will read and respond to emails as soon as possible, but within 48 hours.

Use of 'Zoom'

During remote education, class teachers may offer the opportunity to 'live stream' some lesson content. The safety of both children and staff is paramount and the teacher will not record the session. The following protocols apply:

Parents will ensure that:

- Children have access to technology to log on to their learning
- Children taking part in the session will be dressed appropriately and in a communal environment (such as lounge, kitchen, sitting room).
- Children are monitored throughout the session at home to ensure they are safe and using the technology appropriately.

- All members of the household are aware that the meeting is taking place and that they are also dressed appropriately and use appropriate language and behaviour when nearby or in the background.
- Children fully log off and sign out of the meeting before turning off any devices.
- Children and adults in the household do not contact staff using these online tools outside of the pre-arranged 'meets'.
- Screenshots, photos, or recordings of the meetings must not be made and links must not be shared with another person.
- Adults at home will not dominate the live teaching session by talking to the teacher about an individual situation.

Great Sampford Primary School will ensure that:

- No staff member will contact you or your child using 'Zoom' outside of any pre-arranged meeting time.
- There are appropriate security arrangements in place for the meeting. We will ensure that access is only granted to the registered users.
- Sessions are not recorded and kept in line with the school's retention policy.
- Teachers stay in the meeting until all children have logged off.
- Teachers and/or any other adults on the call will use appropriate language/behaviour throughout the call.

Safeguarding and Remote Learning

With the increased use of digital technologies that comes with remote learning, safeguarding implications need careful consideration. Parents are advised to spend some time speaking with their child(ren) about online safety and reminding them of the importance of reporting to an adult anything that makes them feel uncomfortable online. While we will be doing our best to ensure links shared are appropriate, there may be tailored advertising, which displays differently in your household or other changes beyond our control. Online safety concerns should still be reported to the relevant authorities.

The following websites offer useful support:

- Childline
- UK Safer Internet Centre
- CEOP
- NSPCC

If parents have any safeguarding concerns that they would like to discuss, they must contact the school directly and ask for Miss Reis or Mr Laing. Please refer to our **Child Protection during the school closure policy**.

10 TOP TIPS

REMOTE LEARNING FOR PARENTS

Remote learning can be a great way to continue learning outside the classroom, particularly in difficult circumstances. For parents and carers, the idea of remote learning isn't always straightforward and there can be a number of factors they need to consider, especially around ensuring their children feel comfortable and are familiar with the whole concept. That's why we've created this guide to help parents and carers support their child in getting the most out of their remote learning experience.

1) Take an active interest in your child's learning

As a parent or carer, remote learning will be a new concept for your child and there are bound to be a few teething problems to start with. Take an active interest in their learning and help support them whenever they need a helping hand.



2) Monitor your child's communication and online activity

It's important to remind your child that despite being at home, the same level of behaviour and conduct exists as if they were at school. Encourage them to remain polite, remember their manners and not to post or send any negative comments just because they are behind a computer.



3) Establish a daily schedule and routine

Working from home and trying to learn in a more casual setting that children might associate more with play and a degree of freedom might take a bit of getting used to. Try to stick to a daily routine and use the timetable/schedule that schools have sent home to help children keep on top of their daily learning.



4) Encourage screen breaks away from devices

Remote learning will inevitably require more interaction with computers, laptops and tablets. Teachers will invariably advise on screen breaks however it doesn't hurt to keep a check on their time online or encourage them to get some fresh air/exercise.



5) Ensure your learning device is in a public space in the home

It's important to consider where your PC or laptop is placed if live video is being used. Try to keep the background neutral with no personal information visible and move learning devices out of the bedroom as this could be deemed inappropriate.



6) Implement safety controls and privacy restrictions on apps and software

Dependant on how your school implements remote learning, your child may be required to download certain software or apps. Whilst these are likely to be relatively safe to use, like any other new app or platform, parents should still implement safety controls as a precaution.



7) Ensure your child only uses official school communication channels

It's important that all communication with teachers and school staff is directed through approved school channels, whether that be through the school's online portal or the relevant secure messaging site.



8) Familiarise yourself with relevant school policies

Schools should have a policy on remote learning and direction that they can share with parents. Familiarise yourself with this and ensure you know what is expected of teachers and your child during lessons, both online and offline.



9) Maintain feedback with teachers

Engage in communication with teachers where possible and try to feed back progress and development as well as any helpful suggestions around the learning process. Be transparent but remain professional and only use official channels to communicate.



10) Monitor your child's wellbeing and mental health

Remote learning will likely mean that your child won't get the same level of social interaction and might not see their friends for a while. Keep a check on their wellbeing and try to encourage them to get out as much as you can. Whilst learning from home might seem fun and exciting to start with, missing out on seeing their friends everyday might take its toll.

