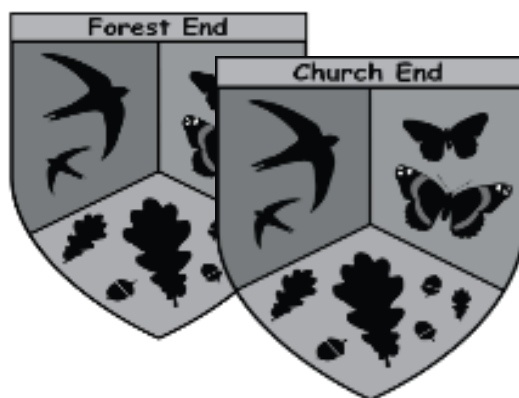


MARSTON MORETEYNE SCHOOL



REMOTE LEARNING POLICY

January 2021

RATIONALE

During the Covid-19 pandemic Marston Moreteyne VC School School may expect some disruption to school routine by individual pupil, class, part of the school or whole school closure. During this period of disruption of face-to-face education Marston Moreteyne VC School will continue to provide education and support to our children using remote learning.

AIMS

This remote learning policy aims to:

- Ensure consistency in the approach to remote learning for pupils who are not in school
- Set out expectations for all members of the school community with regards to remote learning
- Provide appropriate guidelines for data protection
- Ensure pupils unable to attend school remain fully included within the school community.
- Continue to ensure that every child receives the best education the school can provide them.
- Ensure that remote education is integrated into the curriculum so it is an essential part of the school curriculum, alongside classroom teaching, or in the case of a local lockdown.

FLEXIBILITY OF LEARNING

Marston Moreteyne VC School realises that the circumstances that cause our school to close will affect families in a variety of ways. In our planning and expectations, we are aware of the need for flexibility from all sides:-

- Parents may be trying to work from home so access to technology as a family may be limited.
- Parents may have two or more children trying to access technology and may need to prioritise the needs of young people studying towards examinations.
- School staff may be managing their home situation, teaching in keyworker provision, delivering live lessons and uploading remote to the school website.
- Technology failure and staff shortages may require remote learning to adapt over time.

ROLES AND RESPONSIBILITIES

Senior Leaders

Alongside their other duties and any teaching commitments, senior leaders are responsible for:

- Co-ordinating the remote learning approach across school.
- Monitoring the effectiveness of remote learning.
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations.
- If the Year Group Leader is unwell and unable to lead remote learning, then a member of the Senior Leadership team will take direct responsibility for this.

Designated Safeguarding Lead

The Designated Safeguarding Lead (Amanda Watts) is responsible for Safeguarding concerns, including those related to Remote Learning. There will be clear communication between school staff, parents and children with regard to the safe protocols and guidance when engaging with live teaching and online learning.

This policy is written in conjunction with the school Child Protection Policy and Safeguarding protocols already operating at Marston Moreteyne VC School.

Teachers

When providing remote learning, teachers are responsible for:

Setting work:

- Teachers will work in their year group teams to provide work for their current class.
- Teacher will use a variety resources including Education City, MyMaths, Numbots, Timetable Rockstars, as well as others identified by Year Group and Subject Leaders.
- The work will be set weekly and uploaded to the school website no later than Sunday of each week.
- Teachers will provide access and replicate the same activities and tasks being completed in school.

Providing Feedback on Work:

- The class teacher will make contact with parents and children regularly via phone calls, this will allow us to receive feedback and communicate effectively whilst supporting parents with remote learning.
- Feedback will be age appropriate

Keeping in touch with pupils and their parents who are not in school:

- In the event of a local or national lockdown, Teachers will call pupils and their parents that are unable to attend school. Any safeguarding concerns should be recorded on CPOMS and the Safeguarding team informed. Each phone call will be recorded on Arbor in the pupil's communications log.
- Vulnerable pupils will be called weekly - Child Protection/EHCP/identified pupils from the Vulnerability Index. This will be done by the DSL, SENCO and members of the Senior Leadership team.
- Teachers will be available to support parents weekly during a Live Forum held on Zoom.
- Teachers will plan for weekly Live sessions to include daily reading and a morning welcome on Zoom.

Teaching Assistants

Teaching Assistants will be available to work their contractual hours and work under the direction of the Senior Leadership Team and class teacher.

- Teaching Assistants will assist with supporting SEND pupils under the direction

of the SENCO.

- Will liaise with class teachers to support planning and resourcing differentiated learning.

Year Group Leaders

Alongside their teaching responsibilities as outlined above, Year Group leaders are responsible for the co-ordination and monitoring of work set by teachers in their year group.

- Year Group Leaders will ensure the curriculum children are receiving at home mirrors the curriculum being delivered in school.
- Year Group Leaders will ensure that remote learning meets the requirements set out in the DfE guidance for remote education.
- The Year group plan will be prepared and resourced weekly ready to be uploaded to the school website each Sunday.
- Year Group Leaders will monitor and inform the Senior Leadership of any safeguarding concerns or barriers to families accessing remote learning immediately.

Governing Body

The governing board is responsible for:

- Monitoring the school's approach to provide remote learning to ensure education remains as high quality as possible.
- Ensuring that remote learning systems are appropriately secure for both data protection and safeguarding reasons.

MANAGING EXPECTATION

At Marston Moreteyne VC School we believe it is in the best interest of our children that we continue to provide a structured support to the best of our ability. Giving consideration for the need for flexibility, no deadlines will be set for children to complete work at home. It must be noted that the work children engage in at home during a period of closure will be part of our current planning.

Children will:-

- Be assured that wellbeing is at the forefront of our thoughts and the need for children to take regular breaks, get fresh air, exercise, play and maintain a reasonable balance between online and offline activities.
- May work a day or two behind work set due to demand for devices and parents working from home.
- Only access the material shared by the teacher and ask for parental permission to use technology for anything beyond that.
- Read daily, either independently but preferably with an adult.
- Use the school closure time to learn a new skill and discover more about the world around them.

Parents will:-

- Support their child's learning to the best of their ability.

- Encourage their child to access the Learning Hub on the school website and engage with work set.
- Know they can continue to contact their class teacher via the school email or leave a telephone message for a call back.
- Be mindful of the well-being of both themselves and their child. Encourage their child to take regular breaks, get fresh air, play games and relax.

Pupils and Parents

Staff can expect parents to:

- Seek help and support from the school when they need it.
- Be respectful when engaging in telephone calls and virtual teaching.
- Request additional resources to support remote learning when necessary.

REMOTE LEARNING PLAN

The full Remote learning plan can be found on the school website <https://primarysite-prod-sorted.s3.amazonaws.com/church-end-lower-school/UploadedDocument/696ab9c89acc4bd690c55816ca06fd60/new-remote-learning-plan.pdf>

Acorn Class

Daily	Twice Weekly	Once Weekly
<p>Phonics Focus sounds will be sent to parents including links to useful videos.</p> <p>Maths Activities recommended to support focus concepts- some recorded videos will be available.</p> <p>Literacy Activities linked to phonics and reading will be outlined.</p> <p>Storytime A bank of stories will be recorded and will be available. Other story links sent to accommodate too.</p> <p>Physical Development - Inside exercise fun! Links and ideas will be sent out for you to try.</p>	<p>Specific Areas of Learning</p> <p>One activity for Expressive Arts and Design</p> <p>One activity for Understanding The World</p> <p>These will either be outlined as an activity to do at home or a pre-recorded video to support.</p>	<p>Personal, Social and Emotional Development linked to our School Values.</p> <p>These will either be outlined as an activity to do at home or a pre-recorded video to support.</p>

Years 1- 4

Daily	Twice Weekly	Once Weekly
<p>Phonics or Spelling Focus words or phonic patters will be sent out to practise.</p> <p>Maths A progression of activities through the week will be set. Video links may be sent to support. My Maths/Numbots work set too.</p> <p>English Progressive activities and tasks set. Some activities will be supplemented with pre-recorded videos to support. Work set on "Education City".</p> <p>Reading Reading books will be sent home and children from Y2 can access "myON". At least 15 minutes should be spent on reading practise.</p> <p>Physical Development:- Weekly ideas will be set for you to follow.</p>	<p>Handwriting Pre-Recorded by a member of the teaching team from each year group. This will be following our "Pen Pals" scheme of progression.</p> <p>Topic Learning This will be based on the current class topic and will either be:</p> <p>Science, History, Geography or Art/Design. Activities will be issued and some will be supplemented by pre - recorded videos and links to other videos that support new content.</p>	<p>RE, Values and Collective Worship</p> <p>Activities, video links or pre-recorded worship will be set. This will cover the schools current Values cycle, RE lesson or a collective worship pre-recorded session for the YGL or a member of the SLT.</p>

The expectation of time spent on remote learning at home is three hours every day, dependent on your child's age, aptitude and ability.

- Children will use the various instructional videos and resources issued via the class remote learning documents. These will be emailed to parents and put onto the remote learning pages of the website.
- Teachers will seek to provide differentiated activities which are clearly allocated for specific children - as appropriate, this will be done in 'groups' which children are familiar with.
- As with usual routines in school, there will be flexibility in the delivery of these activities/tasks, for example, if a child does really well and wants to extend their learning further, they could try the next block of work or self-challenge.

- Teachers will consider how learning can be presented simply and effectively.
- Key Stage Two children will have access to "Class Blogs" on our website where they can share work and communicate with their teacher and peers.

This policy will be reviewed as and when updates to home learning are provided by the Department for Education and Central Bedfordshire Local Authority.