



Hutton Rudby Primary School

Remote Learning Policy



Rationale:

It is a statutory requirement for schools to deliver remote learning to pupils in the event of absence for example due to self-isolation. In planning and implementing such arrangements, we will endeavor to make them as fair and manageable for staff as well as meaningful and impactful for pupils.

Aims:

- To maintain community relationships and ensure that school continues to be an active presence in the lives of our families;
- To enable children to continue having a sense of being a part of their class and in contact with teachers;
- To enable teachers to encourage and support children with home learning and minimise disruption to their education as far as is possible;
- To ensure consistency in the approach to remote learning for pupils who are not in school;
- To set out expectations for all members of the school community with regards to remote learning;
- To provide appropriate guidelines for data protection.

Approach:

At Hutton Rudby Primary School, we will support children to become independent and self-regulated learners. We develop these skills as we know that they will continue to be important in future phases of their education and encourage life long learning, which is a strand of our CHILD school vision.

Home learning (homework) is part of our school routine. Children will be familiar with and taught to use online learning programs, which can support remote learning, in school. This familiarity will support them in tackling remote learning with a relative degree of independence and without over-relying on adult time or support. As a result, even those children who cannot be supported directly by a parent or other adult at home due to work or other commitments should not be at a disadvantage when completing remote learning.

Throughout the process of planning our 'in-school' curriculum, teachers have been mindful about children who may need to access remote learning. We have worked on the premise of 'blended learning': learning, which is planned for the classroom but can be easily adapted for home learning should the need arise. This includes consideration for age appropriate remote learning provision.

Online Learning

At Hutton Rudby Primary School, our online learning provision will be communicated to parents, carers and children through our school website. Each class has their own home learning webpage.

In order to communicate with parents and carers directly, staff will also use the Class Dojo platform. Class Dojo will also be used to communicate with parents and carers about the learning the children have done at home through the messenger and portfolio functionality when they are appropriate.

The school also subscribes to a number of online learning resources, which can be accessed at home. It is essential that children and parents have access to all the relevant login details from the start of the school year so that they are immediately available in the event of remote learning needing to take place. The login details will be stuck into Home School Diaries.

Children will have access to:

- Rising Stars Reading Planet (Reception to Year 6)
- Reading Plus (Year 2 to Year 6)
- Times Tables Rockstars (Year 2 to Year 6)

Access to Technology at Home

All parents have been made aware that school will provide laptops for home-learning should the need arise.

Roles and responsibilities

Teachers

When providing remote learning, teachers must be available between 8.30am and 4.00pm.

If they are unable to work for any reason during this time, for example due to sickness, they should report this using the normal absence procedure by contacting the Head Teacher.

When providing remote learning, teachers are responsible for:

- Setting work for individuals or small groups who need to access remote learning
- Meeting the agreed expectation of lessons

Reception:

- Daily phonics lesson
- Daily maths lesson
- Weekly overview for wider EYFS curriculum
- Picture News

Key Stage 1 (Year 1 to Year 2)

- Daily phonics lesson
- Daily maths lesson
- Daily English lesson
- Weekly lessons for foundation subjects (science, history, geography, music, computing, art)
- Picture News
- Daily Physical Activity for 30 minutes.

Key Stage 2 (Year 3 to Year 6)

- Daily maths lesson
- Daily English lesson
- Weekly lessons for foundation subjects (science, history, geography, music, computing, art)
- Picture News
- Daily Physical Activity for 30 minutes.

Teachers are responsible for providing appropriate feedback on work sent by pupils, which should be age appropriate. This may involve responses to written activities, targets for improvement and motivational comments. This will be communicated by Class Dojo.

Parents will be able to message their child's teacher through Class Dojo with a small query or with any minor worries children may have. Teacher will reply to messages sent during school hours the same day.

We will at all times be sensitive to the needs of families and the severity of illness any pupil or family members are suffering from.

Senior leaders

Alongside any teaching responsibilities, senior leaders are responsible for co-ordinating the remote learning approach across the school and monitoring the effectiveness of remote learning. They are also responsible for ensuring staff have the skills and access to CPD in order to deliver a full remote learning program. It is important that children engage with the remote education provided so that they do not fall back with their learning; however, we do acknowledge that each family's home circumstances are unique and there may be factors that affect engagement with home learning. They are also responsible for monitoring the security of remote learning systems, including data protection and safeguarding considerations.

Pupils and parents

Staff can expect pupils learning remotely to endeavor to complete work set and seek help if they need it from teachers.

Staff can expect parents with children learning remotely to encourage their child to complete work set by teachers, seek help from the school if they need it and make the school aware if their child is sick or otherwise cannot complete work.

Online Safety

As stated in the school's acceptable Usage policies, we expect everybody to behave in a positive manner, engaging respectfully with the school and each other, in the same way as they would face to face. Staff must never undertake an Online Lesson admitting someone to the lesson if they do not know who that person is, or if they do not recognise the username. As always, staff should not communicate with parents or pupils outside school channels (e.g., they should not talk to parents using their personal Facebook accounts, or contact pupils using their personal email addresses or phone numbers).

Staff are reminded to collect and/or share as little personal data as possible online. All staff members will take appropriate steps to ensure their devices remain secure. This includes, but is not limited to:

- Keeping the device password-protected – strong passwords are at least 8 characters, with a combination of upper and lower-case letters, numbers and special characters (e.g. asterisk or currency symbol)
- Ensuring the hard drive is encrypted – this means if the device is lost or stolen, no one can access the files stored on the hard drive by attaching it to a new device
- Making sure the device locks if left inactive for a period of time
- Not sharing the device among family or friends
- Installing antivirus and anti-spyware software
- Keeping operating systems up to date – always install the latest updates

Monitoring arrangements

This policy will be under continuous review by the Head Teacher.

Created: September 2020

Reviewed: January 2021

Reviewed: November 2021