



Aim high; Be Resilient; Take Care of Each Other

The Carey Federation Remote Learning Policy

Written: September 2020
To be reviewed: July 2021

Introduction:

This policy has been created in response to the global COVID-19 pandemic which resulted in an enforced school closure meaning that some children missed 4 months of being in school. Now that schools have reopened fully, inevitably children and staff will need to self-isolate due to COVID-19 symptoms and there may be further localised or national lockdowns.

It is paramount that children's learning has minimal disruption moving forward so we have written this policy and action plan to ensure staff, parents and children know what to expect if children are isolating **and are well enough to learn at home**. In writing this, we have reflected on the positive and constructive feedback received from parents regarding home-learning during the national lockdown earlier this year.

Within the Carey Federation if a class, group or small number of pupils need to self-isolate, or there is a local or national lockdown requiring pupils to remain at home, we will offer immediate remote education. When teaching pupils remotely, we will endeavour to deliver a broad and ambitious curriculum that caters for all needs. Remote learning lessons will reflect the core teaching that pupils receive in school. Ideally, this will include daily contact with the teacher via the Class Dojo learning platform.

This policy only applies to children isolating due to COVID-19 symptoms (their own or a member of their household). If a child's absence is not due to COVID-19 symptoms, then we understand they are too ill to be in school and therefore too ill to learn at home, so no remote learning will be set.

What will remote learning look like?

Across the Carey Federation, the primary platform the school will use to deliver continuity of education is ClassDojo. ClassDojo is a learning platform that teachers, children and families use every day to build close-knit communities by sharing what is being learned in the classroom through photos, videos, and messages. It can be accessed via the relevant app or desktop application, or via the following <https://www.classdojo.com/en-gb/remoteteaching/>. Teachers may use resources from BBC Bitesize or the Oak National Academy, which is backed by government grant funding. This site provides video lessons each week, across a broad range of subjects from maths to art to languages. Parents can also access this site at <https://www.thenational.academy/>

Remote learning will be slightly different, depending on whether a pupil is isolating and their teacher is also teaching in school or whether the bubble or school is completely locked-down so the teacher will be available for more live learning. For full details, please see the Action Plan in the table below.

Blended learning opportunities will utilise a range of techniques including, high quality resources, nvideos and/or live sessions. Live sessions can be particularly helpful because teachers can provide exposition and clarify misconceptions with learners.

Teachers must work on the assumption that children will not necessarily have the full range of books and equipment that they would usually have in school. The school does not expect children to have access to any specialist equipment that would usually be provided by the school (e.g. science or art). Teachers should ensure they are able to scan or upload photos of important resources in case learners do not have access to them at home. Teachers will make no presumption of the learner's ability to print at home. All teachers should pay due care to the nature of tasks set, so that learners have a range of activities to complete at home and are not exclusively working on a screen. As well as directed teaching activities, internet research may run alongside these lessons but will not be the main basis of lessons.

All children will be provided with an exercise book to be used solely for remote learning.

Providing timely and helpful feedback is a cornerstone of good teaching and learning and whilst this may be more challenging with remote learning, teachers will endeavour to provide regular feedback to learners on pieces of work that they are required to submit. Individual responses will be communicated through the portfolio function on ClassDojo.

Pupils with SEND, EAL and other specific learning enhancement needs will receive work that is differentiated and appropriate. If further support from the SENDCo is required, this will be provided.

If children or parents have any questions about the nature of specific tasks or a child's overall workload (e.g. a child feels they are overwhelmed or falling behind), parents can message the class teacher via ClassDojo. Communication between schools and families must always occur via official school channels.

The ClassDojo is the platform for communication about learning and the office email and telephone are for all other matters.

Contact must not be made through personal accounts or other websites. In the event of a long-term period of lockdown, staff will make contact with families by phone. In the first instance, this will take place fortnightly, although this is flexible and responsive to the needs of the pupils and families. All communication should take place during usual office hours, with no expectation for staff to read or respond to emails or messages after 6:00 pm.

In the event a teacher is unwell during a period of remote learning, the Executive Headteacher will organise for another member of staff to ensure work is set for their class / isolating pupils.

Disadvantaged Pupils

The Department for Education have announced that they will provide laptops and tablets for disadvantaged children to access remote education if local coronavirus (COVID-19) restrictions are required in addition to those devices also available for disadvantaged and clinically extremely vulnerable children who are shielding or self-isolating following official public health advice. At the time of writing, we have applied for these but not yet received them. If a pupil without access to technology is isolating or in lockdown, we will endeavour to provide a laptop, if they have been received by from DfE. If they have not, physical resources will be offered.

SAFEGUARDING:

The Carey Federation recognises our moral and statutory responsibility to safeguard and promote the welfare of all pupils. We endeavour to provide a safe and welcoming environment where children are respected and valued. We are alert to the signs of abuse and neglect and follow our procedures to ensure that children receive effective support, protection and justice. Child protection forms part of the school's safeguarding responsibilities. In the event of your child isolating you can still contact us. People to contact at the Carey Federation regarding Child Protection and Safeguarding can be found at: <https://www.thecarey federation.co.uk/safeguarding-1/>

Email in confidence: safeguarding@halwill.devon.sch.uk

Parents should ensure children are always supervised when they are using the internet and that children only use recommended sites. This message will be reiterated in schools.

Advice centres you may find useful.

NSPCC - <https://www.nspcc.org.uk/>

Childline -<https://www.childline.org.uk/>

REACH – Devon-based service supporting young people who either run away or who may be at risk of, or experiencing child sexual exploitation (CSE)

If you are worried about your own safety or that of a friend call 0345 155 1071.

If you are concerned about a child or young person in Devon and want to speak to someone contact the Multi-Agency Safeguarding Hub (MASH) on [0345 155 1071](tel:0345 155 1071) or email mashsecure@devon.gov.uk and give as much information as you can.

If a child is at immediate risk contact the police on [999](tel:999)

Remote Learning Action Plan

In the event of	Action and expectations for school staff	Action and expectations for pupils	Action and expectations of parents
A pupil isolating and too unwell to do home-learning	<ul style="list-style-type: none"> • School office staff to communicate parent message to class teacher by 9:30 am • Phone call home from teacher / TA after 3 days 	<ul style="list-style-type: none"> • Rest • Undertake COVID-19 test • Tell parent when feeling well enough to undertake home-learning 	<ul style="list-style-type: none"> • Inform school of the reason for isolation e.g. child has COVID-19 symptoms via telephone or e-mail before 9:00 am • Tell school if the child is too unwell to do home-learning • Follow government guidelines in terms of testing and isolating • Contact class teacher/Safeguarding Lead if you have any concerns • Inform school when the child becomes well enough to undertake home-learning
An EYFS pupil isolating and well enough to do home-learning	<ul style="list-style-type: none"> • School office staff to communicate parent message to class teacher by 9:30 am • Class teacher to upload EYFS appropriate tasks by 11:00 am • Teachers will respond to activities by 6:00 pm via ClassDojo portfolio • Phone call home from teacher / TA after 3 days 	<ul style="list-style-type: none"> • Look at ClassDojo and play the games and do the activities set by the teacher • Participate in video/real time lessons • Let your parents/teacher know if you are concerned about anything 	<ul style="list-style-type: none"> • Inform school of the reason for isolation e.g. child has COVID-19 symptoms via telephone or e-mail before 9:00 am • Tell school if the child is well enough to do home-learning • Access the ClassDojo page on a daily basis (tasks will be uploaded by 11:00 am) • Establish a daily routine and provide an appropriate space and support for learning

			<ul style="list-style-type: none"> • Support children to access video and live lessons and supervise use of on-line resources • Upload photos of your child's learning to ClassDojo by 3:30pm • Contact class teacher/Safeguarding Lead if you have any concerns • Follow government guidelines in terms of testing and isolating
A KS1 pupil isolating and well enough to do home-learning	<ul style="list-style-type: none"> • School office staff to communicate parent message to class teacher by 9:30 am • Teacher to upload learning to Class Dojo by 11:00 am • Teachers will respond to activities by 6:00pm via ClassDojo portfolio • Blended learning to include daily lessons in Maths, English and wider curriculum. Average of 2 hours per day. • Phone call home from teacher / TA after 3 days 	<ul style="list-style-type: none"> • Review and undertake lessons and learning activities assigned by the teacher • Participate in video/real time lessons • Complete assigned work/learning activities to the best of their ability • Read every day • Let your parents/teacher know if you are concerned about anything 	<ul style="list-style-type: none"> • Inform school of the reason for isolation e.g. child has COVID-19 symptoms via telephone or e-mail before 9:00 am • Tell school if the child is well enough to do home-learning • Access the ClassDojo page on a daily basis (tasks will be uploaded by 11:00am) • Establish a daily routine and provide an appropriate space to support learning • Review assigned work, discuss expectations with your child and communicate with teachers • Set limits on technology use for video games etc. • Expect your child to read everyday • Support children to upload learning by 3:30 pm • Contact class teacher/Safeguarding Lead if you have any concerns • Follow government guidelines in term of testing and isolating
A KS2 pupil isolating and well enough to do home-learning	<ul style="list-style-type: none"> • School office staff to communicate parent message to class teacher by 9:30 am • Teacher to upload learning to Class Dojo by 11:00 am • Teachers will respond to activities by 6:00pm via ClassDojo portfolio 	<ul style="list-style-type: none"> • Review lessons and learning activities assigned by the teacher. • Participate in video/real time lessons. • Complete assigned work/learning activities to the best of their ability 	<ul style="list-style-type: none"> • Inform school of the reason for isolation e.g. child has COVID-19 symptoms via telephone or e-mail before 9:00 am • Tell school if the child is well enough to do home-learning • Access the ClassDojo page on a daily basis (tasks will be uploaded by 11:00am)

	<ul style="list-style-type: none"> • Blended learning to include daily lessons in Maths, English and wider curriculum. Average of 3 -4 hours per day. • Phone call home from teacher / TA after 3 days 	<ul style="list-style-type: none"> • Read every day. • Let your parents/teacher know if you are concerned about anything 	<ul style="list-style-type: none"> • Establish a daily routine and provide an appropriate space to support student learning • Review assigned work, discuss expectations with your child and communicate with teachers • Set limits on technology use for games, social media, etc. • Expect your child to read everyday • Contact class teacher/Safeguarding Lead if you have any concerns
A bubble isolating	<ul style="list-style-type: none"> • Teacher to upload learning to Class Dojo by 9:30 am • Teachers will respond to activities by 6:00pm via ClassDojo portfolio • Blended learning to include daily lessons in Maths, English and wider curriculum. Average of: 3 hours per day for KS1 4 hours per day for KS2 • Daily live lessons via Zoom • Phone call home from teacher / TA at least every fortnight 	<ul style="list-style-type: none"> • Review lessons and learning activities assigned by the teacher • Participate in video/real time lessons • Complete assigned work/learning activities to the best of their ability • Upload learning by 3:30 pm • Read every day • Let your parents/teacher know if you are concerned about anything 	<ul style="list-style-type: none"> • Access the ClassDojo page on a daily basis. • Establish a daily routine and provide an appropriate space to support student learning • Review assigned work, discuss expectations with your child and communicate with teachers • Set limits on technology use for games, social media, etc. • Expect your child to read everyday • Contact class teacher/Safeguarding Lead if you have any concerns
A local / national lock down	<ul style="list-style-type: none"> • Teacher to upload learning to Class Dojo by 9:30 am • Teachers will respond to activities by 6:00pm via ClassDojo portfolio • Blended learning to include daily lessons in Maths, English and wider curriculum. Average of: 3 hours per day for KS1 4 hours per day for KS2 • Daily live lessons via Zoom • Video lessons in enrichment subjects 	<ul style="list-style-type: none"> • Review lessons and learning activities assigned by the teacher • Participate in video/real time lessons. • Complete assigned work/learning activities to the best of their ability • Upload learning by 3:30 pm • Read every day 	<ul style="list-style-type: none"> • Access the ClassDojo page on a daily basis. • Establish a daily routine and provide an appropriate space to support student learning • Review assigned work, discuss expectations with your child and communicate with teachers • Set limits on technology use for games, social media, etc. • Expect your child to read everyday • Contact class teacher/Safeguarding Lead if you have any concerns

	<ul style="list-style-type: none"> • Phone call home from teacher / TA at least every fortnight 	<ul style="list-style-type: none"> • Let your parents/teacher know if you are concerned about anything 	
Class Teacher Isolating	<ul style="list-style-type: none"> • Class Teacher inform EHT and school office that they are isolating and reasons • Inform EHT if well enough to work from home • If so, plan learning and upload to Class Dojo – pupils in school and those isolating at home will work in parallel • If not, EHT will assign a member of staff to cover in school and for those isolating at home • Tell EHT when you are well enough to work from home 		