



ST. ANNE'S PRIMARY SCHOOL

REMOTE LEARNING POLICY

The following policy provides a structure for continuity of learning at home, ensuring our pupils' educational needs are met in the best manner possible during an extended period of school closure.

Teaching staff will:

- Provide a daily point of contact for learners (via Home Learning webpage – www.stannespscorkey.com/parents/homelearning and Microsoft Teams) with consideration given to supporting the children's mental health and well-being
- Prepare hard copies of resources for each child as appropriate
- Provide daily support, explanations and directions, in written, oral or multimedia format (or combination of the three) with regard to the remote learning materials shared
- Align tasks with ongoing planners
- Take account of the varying challenges faced by families
- Monitor pupil engagement in tasks set
- Contact parents to offer support when pupils are not engaging with online activities set
- Provide alternative learning materials as required
- Ensure that there is a balance of ways in which to collect children's work and to provide feedback
- Reply to messages within the agreed daily access time of 9am to 4pm during the working week (9am to 3pm Friday)
- Include a balance and range of curricular areas
- Contact the Principal if unwell, so that cover may be arranged
- Be available to supervise children of Key Workers and Vulnerable Children (as per current DE definitions in force) in school on rota or to cover for absent colleagues
- During supervision, support children in completing the remote learning tasks and activities set

School management will:

- Support staff in working remotely from home and on site
- Ensure that teaching and non-teaching staff are on site to supervise and support children in their respective bubbles
- Provide a virtual approach for full staff meetings in the first instance
- Ensure that there are teachers available on site to provide oversight and direction
- Review and amend policy and practice with staff on an on-going basis, as appropriate

Classroom Assistants will:

- Support the teacher in the preparation of tasks and resources
- Assist in supporting children attending school or remotely as required
- Communicate on a one-to-one basis with pupils assigned to them as guided by the class teacher

Pupils will:

- Work to complete given tasks which are set daily
- Work as independently as possible
- Follow the timetable as set by their teachers
- Share work with their teachers
- Be provided with opportunities to take regular breaks for exercise and fresh air
- Adhere to internet safety guidelines, in line with St Anne's Online Safety Policy
- Complete Bug Club, Accelerated Reading, Heinemann Active Maths or other online reading / mathematics activities, as directed by their class teacher



Parents will:

- Support their child in completion of Remote Learning tasks
- Ask the teacher for further clarity or explanation or help when needed
- Contact the class teacher if their child is struggling to meet the home learning expectations
- Consider guide times for contacting staff
- Ensure tasks are completed, corrected and submitted within required time frames
- Not screenshot or share any information posted by staff on social media platforms
- Contact their child's teacher or the school principal for guidance and support
- Follow advice given for the safe use of technology, in line with St Anne's Online Safety Policy
- Keep up-to-date with home learning guidance and other advice sent by the school

ONLINE LEARNING PLATFORMS

St Anne's uses two online platforms, alongside paper work packs, to engage with parents and carers and create an online learning environment which:

- helps children become independent learners
- allows work to be completed and shared remotely
- provides variety in learning (online work and reference to hard copies of workbooks)
- promotes effective communication between home and school
- helps to showcase school celebrations and pupil achievements

1. Home Schooling Webpage

St Anne's staff use a dedicated page within the school website to post details of work pupils are to undertake daily. All class teachers post details of tasks to be completed to this webpage on the evening before they are to be undertaken. The password for this webpage has been sent to all parents by text message. Any parents who do not have the password should contact Mr Duffin: hduffin422@c2kni.net

Resources for Foundation and Key Stage 1 pupils are posted to the Home Schooling webpage along with teachers' supporting information on how to complete the work. A secure, confidential facility for parents to return their child's work is within each daily post. A facility for teachers to provide feedback to parents on their child's work is also supported. Parents will only ever see their own posts and feedback.

Key Stage 2 pupils will be signposted to their tasks from the Home Learning webpage daily. Key Stage 2 pupils will access these tasks within the online learning platform Microsoft Teams.

Children's success in remote learning will be celebrated through posting of pictures, videos and pieces of work to the public areas of the school website.

2. Microsoft Teams

St Anne's staff will assign work and communicate directly with Key Stage 2 pupils via Microsoft Teams during a period of Remote Learning. Assignments will include explanations and directions in written, oral or multimedia format (or a combination of the three). Resources such as Immersive Reader may be used to support those experiencing difficulty in accessing the content posted.



Each pupil will be assigned differentiated teams to which their work will be assigned daily. Pupils will have been signposted to their tasks from the Home Schooling webpage daily. Pupils will view, complete and return their work via the team a task has been assigned to.

A secure, confidential facility for pupils to return work to their teacher is supported by MS Teams. A secure, confidential facility for teachers to provide feedback on submitted work is also supported by MS Teams, ensuring 'handed in' work and feedback can only be viewed by the pupil, their parent and the class teacher (and classroom assistant where appropriate).

A facility for pupils to interact with their teacher is supported within Teams, either by adding a written message to 'Posts' or engaging in a multimedia meeting. Good online etiquette and adherence to Online Safety obligations, as per St Anne's Online Safety Policy is mandatory at all times. **Messages added to 'Posts' can be viewed by all users of that team. Confidential messages and questions should be emailed to a pupil's teacher directly.**

Action will be taken against anyone using our online learning platforms inappropriately.

What do I do if I have a concern about something?

- Staff are happy to respond by email to any queries that parents have about their children's home learning work. Contact details may be found in Home Learning Webpage posts.
- All other queries and communications should be raised in the usual way through the school office.

Policy adopted by St Anne's Board of Governors at a meeting held on

23/2/21

Signed:

Claire Kelly

(Chairperson)

H. D. L.

(Principal)