



Stanley Crook Primary School

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OUR MISSION: TO TRY OUR BEST, TO TELL THE TRUTH, TO LOOK AFTER EACH OTHER AND THE COMMUNITY

"Pupils' personal development, behaviour and welfare is OUTSTANDING" (Ofsted, 2019)

Remote Learning

Information for Parents/ Carers

Completed by: Mr D Christie

Date Implemented: January 2021

Review date: July 2021

Stanley Crook Primary School is committed to improving outcomes for all pupils



SCHOOL
MEMBER



Remote Learning: Information for Parents

Context

There is an expectation that every school has a robust home learning offer for all children should they have to self-isolate or should a year group, bubble or whole school have to be sent home. There is also an expectation that schools keep a tight track of what children are doing at home and how they are managing with this home learning.

The following is guidance for parents/carers based on what we believe will be the most beneficial activities for your child to help them to “keep up” whilst also following our school curriculum as closely as possible. In connection to the school strategy for Curriculum Recovery, there is a strong focus on reading, writing and basic number work as well as suggestions for other curriculum areas.

More information on school plans and strategy for Curriculum Recovery can be found by accessing the school website and by visiting each Team page.

Our School Offer

During the current COVID-19 pandemic, Stanley Crook Primary School will endeavour to:

- immediate remote education
- teach the same curriculum remotely as taught in school as much as possible and appropriate. However, some adaptations may need to be made in some subjects
- provide a curriculum sequence that allows access to high-quality online and offline resources and teaching videos that are linked to the school's curriculum expectations
- provide access to high quality remote education resources
- work with families to deliver a broad and ambitious curriculum
- set assignments so that pupils have meaningful and ambitious work each day in a number of different subjects
- teach a planned and well-sequenced curriculum so that knowledge and skills are built incrementally, with a good level of clarity about what is intended to be taught and practised in each subject
- provide at least 3 hours of remote education to pupils in Key Stage One
- provide at least 4 hours of remote education to pupils in Key Stage Two

Preparation by School

The school will ensure that the following actions are taken prior to any pupils needing to self-isolate or partial or full closure of the school:

- All children will be provided with a basic resource pack to support remote learning. These packs will be sent home and parents/carers asked to store these for any future needs. The pack includes:
 - Basic stationery items
 - Blank exercises books / Home Learning Exercise Book
 - Paper
 - Art Materials
 - CGP workbooks (where appropriate)
 - Login information for all online learning platforms – *myOn*, *Education City*, *TT Rocks*, *Accelerated Reader* and any other online learning platform used in school
- Staff will ensure that all children understand how to access the school's online learning platform (age appropriate) and support any parents/carers who struggle with this.
- School will provide login details for our communication system (Class Dojo. Tapestry) and ensure all parents/carers are able to access it and login. School has provided parents/carers with acceptable use guidelines for this.

Preparation at Home

Parents should endeavour to support pupils' remote learning by creating a positive environment for their child to learn, for example:

- Distinguish between weekdays and weekends, to separate school life and home life.
- At the end of the day, have a clear cut-off to signal school time is over.
- Create and stick to a routine.
- Provide the correct equipment in order for your child to complete the work given.
- Designate a working space if possible.
- Make time for exercise and breaks throughout the day to keep your child active.
- Reinforce the importance of children staying safe online.
- Be aware of what your child is being asked to do, including: sites they will be asked to use and the school staff your child will interact with.
- Emphasise the importance of a safe online environment. Set age-appropriate parental controls on digital devices and use internet filters to block malicious websites. These are usually free, but often need to be turned on.
- Encourage your child to work to the best of their ability and praise their efforts.

Online Access

It is expected that children will access some remote learning through our online provision. If parents/carers do not have access to an electronic device, we expect them to inform school and we will ensure they are provided with a Kindle Fire device / laptop / iPad / suitable device for the duration of their child's absence.

If they do not have access to the internet (including mobile phone data), school will remind parents/carers that:

- they should speak to school and a mobile 4G Wifi router will be loaned out – along with a 30GB/ 90 Day Vodafone 4G SIM card. School can also provide voucher codes to BT WIFI Hotspots. The choice will depend on postcode of the family and coverage at home.

Stage 1 - If an individual child or a small number of children need to isolate

The school will endeavour to:

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- provide immediate access to our online learning platform through our online learning platform: Teams / Class Dojo/ Tapestry
- provide individual login details for each of the learning platforms
- provide / signpost families to online, high quality lessons, videos and resources daily
- ensure all resources and lessons provided, link to current curriculum objectives within their classroom
- ensure work for each day is uploaded at least the day before
- carry out a welfare call to discuss remote learning, following three consecutive days absence and/ or non-contact, with subsequent calls as required
- provide immediate access to a Kindle Fire / laptop/ IT device (at parents/carers request), if no access to a device at home
- provide a mobile 4G Wifi Broadband Router with a 30GB/ 90 Day 4G Vodafone SIMS card to families with no internet access at home

Parents/Carers are requested to:

- inform school as soon as the child needs to isolate

- inform school of any test results (by texting school) as soon as possible, the same day
- inform school on the first day of absence, if they would like to loan a Kindle device / laptop/ IT device
- inform school on the first day of absence, if they do not have any access to Wi-Fi or mobile data
- access remote learning resources/ 'live' lessons immediately, on the first day of absence
- complete online daily Class Dojo learning tasks for Maths, Tables, English and Spelling
- ensure work is completed according to the class timetable
- contact school if they have any concerns relating to the work provided
- submit / hand in the completed work in the agreed way, via Class Dojo portfolio/ Tapestry
- inform school when the child will be returning

Stage 2 – If one or more class bubbles need to close

The school will endeavour to:

Fulfil all of the above criteria and in addition:

- inform parents that the bubble will close as soon as possible
- activate the online messaging and work submission platform / method – Teams, ClasDojo
- provide daily access to 'live' learning content and/ or 1:1/ small group support sessions via MS Teams to review the previous day's learning and address any common misconceptions
- provide timely feedback to all children (Class Dojo portfolios)
- respond to parents' messages (that confirm to the messaging protocol) within school working hours 8:30am – 4:30pm
- adapt upcoming lesson provision based on the children's work submitted the previous days
- contact parents/carers who do not have access to the internet (or mobile data) to organise a loan of IT equipment and support set up
- contact parents/carers following no work submission or contact through messaging, after two consecutive days

Parents/Carers are requested to:

- inform school on the first day of closure (or before if possible), if they would like to loan a Kindle / laptop device/ mobile 4G router
- inform school on the first day of closure (or before if possible), if they do not have any access to Wi-Fi or mobile data
- complete online/offline daily learning tasks for Maths, Tables, English (Reading and Writing) and Spelling
- access remote learning resources immediately, on the first full day of absence
- Endeavour to complete work according to the class timetable
- Endeavour to submit completed work by the end of every school day
- submit children's work according to the class timetable using agreed methods
- send messages to teachers via Class Dojo, adhering to the messaging protocol, should they have any queries
- allow children to respond to any feedback, marking or improvement prompts, provided by the teacher

Stage 3 – If the whole school closes or goes into local/national lockdown

Fulfil all of the above criteria and in addition:

The school will endeavour to:

- provide weekly welfare calls (if the closure exceeds two school weeks)
- operate timely reward systems to celebrate home achievements
- review the remote learning provision for foundation subjects
- provide 'live' learning via MS Teams, learning activities via Class Dojo, 'live' Wellbeing sessions and story time sessions

Engagement and Feedback

If an individual child or a small number of children need to isolate, the school will endeavour to:

- check children's engagement with remote education daily via MS Teams
- contact parents where there is a concern regarding engagement with remote education and record communication on CPOMS
- provide individual feedback daily on work submitted via the online learning platform
- provide individual feedback on paper-based work via telephone call
- provide access to digital learning platforms that provide automatic bespoke feedback
- assess children's understanding of remote education / key knowledge and skills covered on return to school. (This can be done using a variety of methods including written feedback on submitted work, using quizzes, meeting with teaching staff to discuss learning)

If one or more class bubbles need to close, or if the whole school closes or goes into local/national lockdown, the school will fulfil all of the above criteria and in addition:

- provide individual feedback daily on work submitted via the online learning platform
- provide whole class 'live' lessons and feedback each day (may include 1:1/ small group bespoke support/ feedback sessions)

Parents/Carers are requested to:

- encourage and support children to access remote education daily
- encourage and support children to keep up with the work set by school each day
- contact school if they are experiencing problems with accessing remote education
- support children, where possible, to consider feedback on work submitted

Additional Support for Pupils with Additional Needs

We recognise that some pupils, for example some pupils with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with parents and carers to support those pupils in the following ways:

- our SENCo will make contact with individual families to discuss a bespoke approach for your child
- your child's class teacher and/ or Teaching Assistant who supports your child will make contact, via telephone in the first instance, to discuss a bespoke approach for your child
- your child will receive a bespoke paper-based pack of learning materials
- your child will receive regular phone calls from their class teacher or teaching assistant
- your child will be offered individual / group 'live' lessons as required

Further Support Available

If parents have any questions or concerns about remote learning, they should contact the following:

Issues in setting work – contact the relevant class teacher via Class Dojo or by contacting the school office

Issues with behaviour – contact the relevant class teacher via Class Dojo or by contacting the school office

Issues with IT – contact the school office

Issues with their own workload or wellbeing – contact the relevant class teacher via Class Dojo

Concerns about data protection – talk to the Headteacher

Concerns about safeguarding – talk to the Designated Safeguarding Lead, Mr Christie or Deputy Designated Safeguarding Leads, Mrs Wilkinson/ Mrs Martin

While we will endeavour to implement the steps outlined above, there may be circumstances beyond the control of the school that could impact on provision. For example, levels of staff absence or temporary technical difficulties.

Dear Parent / Carer

TERMS AND CONDITIONS FOR USE OF SCHOOL DEVICES AT HOME

As part of the schools response to remote education during the pandemic we are pleased to be able to offer a device to your child to support their home learning. As the device will be at your home the filtering and monitoring systems will not be as comprehensive as the school ones. If a child or adult in school accidentally tries to view something inappropriate in school it is blocked and a message is sent to the head teacher!

To keep your child safe please :-

- Supervise your child when they are using technology. This will help them not only to stay safe but to support them with their learning.
- Ensure that the home broadband is filtered. The best way of doing this is to follow the instructions on this website <https://www.internetmatters.org/parental-controls/broadband-mobile/> (Google Internet Matters and follow the links to parental controls) This will reduce the chance of children stumbling across adult content.
- Don't put in any account details linked to your family personal finances (Netflix, Credit Card, PayPal etc...) as it would be difficult to guarantee that details would be wiped if the device was reissued.
- A good child friendly search engine is <https://swiggle.org.uk/> this almost always comes up with useful results with less undesirable content.
- If you have any questions please contact XXX. If you have any questions or concerns relating to the safety of a child then please contact (DSL Contact Details)

In order to use this at home parents/carers must agree to the following:

- The equipment detailed belongs XXX School.
- The equipment is for the sole use of the child/children to whom it has been allocated.
- Parents/ carers are responsible for the safe storage and transportation of the equipment when outside of school premises.
- Portable Appliance Testing (PAT) Testing is the responsibility of the school and the equipment might need to be returned for a test. We will advise you if this is required.
- The loan period will depend on the length of the school closures, the equipment will need to be returned when requested by the school.
- The school is not responsible for the costs of data and broadband. Some educational sites are now available without incurring a data charge.

If you would like to use this at home and are willing to abide by the terms of this agreement, please sign the enclosed form and return to XXXXX

TERMS AND CONDITIONS FOR USE OF SCHOOL EQUIPMENT

Child/Children's name XXXXXXXX

Details of device loaned: (Inc Serial No)

In order to use equipment at home parents/carers must now agree to the following:

- This form is an agreement between parents/ carers and XXX school to be completed when equipment is loaned for home to support learning during the pandemic.
- The equipment detailed belongs to XXX school.
- The equipment is for the sole use of the child/children to whom it has been allocated.
- Parents/ carers are responsible for the safe storage and transportation of the equipment when outside of school premises.
- Portable Appliance Testing (PAT) Testing is the responsibility of the school and the equipment might need to be returned for a test. We will advise you if this is required.
- The loan period will depend on the length of the school closures, the equipment will need to be returned when requested by the school.
- The school is not responsible for the costs of data and broadband. Some educational sites are now available without incurring a data charge.
- Parents are responsible for the safe use and supervision of the equipment when used at home.

For Parent/ Carer use:

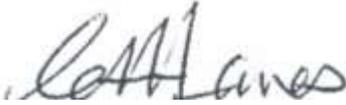
I would like XXX to use the device at home and am willing to abide by the terms of this agreement.

Parent/Carer name:

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Signature: Date:

Please sign and return the completed form

	Name	Signature	Date
Head teacher	Mr. David Christie		06.01.2021
Chair of Governors	Mrs Catherine Lawes		06.01.2021