

Davenham Church of England Primary School

"Working Together, Playing Together, Serving God and Serving Others"

"...encourage one another and build each other up..."
1 Thessalonians 5:11.

POLICY FOR REMOTE EDUCATION

OVERVIEW

During a whole school closure, Davenham will use its best endeavours to provide a high quality of remote teaching and learning, within its available resources, for all those pupils who need to be educated at home. This policy however may be subject to change and modification depending on the circumstances during the pandemic. For example, if the school sustains high levels of staff absence.

INTENT

1. This school will make its best endeavours to use remote education to provide and teach a planned and well-sequenced curriculum to those pupils who need to be educated at home.
2. We will ensure that the DfE guidance for safe remote learning and safeguarding underpin this policy.
3. The teaching provided through remote learning will ensure that knowledge, skills and understanding are built incrementally so that pupils can make progress through the school's curriculum.
4. This school will do all that it can within its resources to overcome any barriers to digital access for pupils.
5. We will provide appropriate resources via a digital platform to structure learning, which will be supplemented with other forms of communication to keep pupils on track and to assess their progress.
6. Within our resources, the school will put in place systems for checking regularly whether pupils are engaging with their work and making progress. We will offer support and advice to parents / carers and / or pupils where engagement is a concern.
7. Teachers will set meaningful and ambitious work each day in an appropriate range of subjects.
8. Within our resources we will do our best to provide a minimum of 3 hours a day on average across the cohort in KS1, and at least 4 hours a day in Key Stage 2.
9. The school will use its best endeavours to secure the educational provision called for by pupils' special educational needs and vulnerable pupils.

IMPLEMENTATION

1. The headteacher and deputy headteacher will take overarching responsibility for the quality and delivery of remote education, including that provision meets any DfE expectations for remote education.
2. The school will use a safe digital platform for remote education provision consistently across the school and staff will be trained and confident in its use (Google Classroom - GC).
3. Remote learning may be made up of recorded direct teaching time, links to resources and video clips and time for pupils to complete tasks and assignments independently,
4. Remote learning will set expectations that are appropriate to the pupils' age, stage of development or special educational needs. It will provide a good level of clarity about what is intended to be taught and practised in each subject so that pupils can progress through the school's curriculum.
5. Remote learning will provide opportunities for interactivity, including questioning, eliciting and reflective discussion.
6. Remote learning will provide clear explanations of new content and opportunities to apply new knowledge.
7. Pupils will receive timely and frequent feedback on how to progress, using digitally-facilitated or whole-class feedback where appropriate (see marking section).
8. The school will work collaboratively with families, putting in place reasonable adjustments as necessary, so that pupils with SEND can successfully access remote education alongside their peers.
9. Where individuals who are self-isolating are within the DfE definition of vulnerable, the school will put systems in place to keep in contact with them.
10. When a vulnerable child is asked to self-isolate, the school will notify their social worker (if they have one) and school leaders will agree with the social worker, reasonable and practical ways to maintain contact and offer support to the vulnerable child.
11. The school will put in place reasonable, practical procedures to regularly check if a vulnerable child is able to access remote education support and to support them to access it as far as possible.
12. Weekly phone calls will be made to children identified as vulnerable by teaching staff, if they are not in school.

IMPACT

All pupils who need to be educated at home will be provided with and taught a planned and well-sequenced curriculum. Remote teaching will ensure that knowledge, skills and understanding are taught incrementally so that pupils can make progress through the school's curriculum. The senior leadership team and governors will keep the policy and provision for Remote Education under regular review.

PARENTS GUIDE TO FEEDBACK AND MARKING DURING LOCKDOWN

- We will endeavour to upload work and videos between 5.00pm and 9.00pm each day for the following day. In the event of technical difficulties, work will be uploaded by 8.00am each day as far as possible.
- Children's work should be uploaded daily altogether rather than as individual pieces.
- Teachers will acknowledge receipt of work. A 'thank you' or 'well done' comment means the work your child has uploaded has been looked at by their teacher and that it is of an expected standard. If work is uploaded outside normal working hours (after 6.00pm) this comment may be the following day.

- Any issues / misconceptions with learning will be addressed by your class teacher. Parents / carers may contact the pupil's class teacher via email in the first instance should they have any concerns. In the event that the class teacher is unwell, please contact a senior teacher Miss Phillips for EYFS and KS1 and Miss Sutton for KS2.
- Once a week your child will receive more detailed feedback for one piece of Maths and one piece of English. This will include 'Tickled Pink' (things that have impressed the teacher and 'Green4Growth' (ways the work can be improved / next steps). Children at Davenham are familiar with these terms.
- All comments will be directed to the child.
- Children who are in school for 4 or 5 days a week will receive feedback for their work in school.
- Children who are in school for 1, 2 or 3 days a week will receive feedback via Google Classroom.
- Engagement with GC will be monitored and where children do not engage, teachers will contact parents / carers.
- If children are poorly, the office or class teacher (if children are at home) should be informed in the normal way.

PROTOCOLS FOR MEET AND GREET AND OTHER ZOOM MEETINGS

Safeguarding Protocols around use of Zoom

- Children are encouraged to join the daily Meet and Greet session via Zoom.
- There will be no 1:1s, groups only.
- Two members of staff are present and monitor the session.
- The member of staff leading the meeting will end the meeting by using the function 'End Meeting for All.'
- Support sessions may be held following the main part of the zoom for **groups** of children. Two members of staff must remain present for these sessions.
- Should individual children require additional support this should be addressed wherever possible via Google Classroom or by contacting the parent/ carer.
- In the event that a 1:1 session does need to take place via Zoom, then a parent / carers must remain with the child and two members of staff must be present.
- Staff and children must wear suitable clothing, as should anyone else in the household (nightwear, for example, is not appropriate).
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred if possible.
- Language must be professional and appropriate, including any family members in the background.
- Staff must only use platforms specified by senior managers and approved by our IT network manager / provider to communicate with pupils.
- Children should have cameras turned on. If children do not want their camera on, the class teacher must be notified of the reasons why.
- Only one device per registered child will be admitted by the teacher.
- The chat function will be disabled.

- Members of staff will address any issues arising, as far as possible, in the same way they would as if they were in school according to the school policies in place.
- Children should be respectful towards one another and towards members of staff.
- Children should remember basic manners, for example not to talk whilst on mute.
- Any issues, safeguarding or otherwise, observed during the Zoom Meet and Greet will be immediately addressed by the member of staff during the zoom if appropriate, and immediately recorded on CPOMs by the member of staff following the Zoom.

Remote education provision: information for parents: FAQs

The remote curriculum: what is taught to pupils at home?

A pupil's first day or two of being educated remotely might look different from our standard approach, while we take all necessary actions to prepare for a longer period of remote teaching.

What should my child expect from immediate remote education in the first day or two of pupils being sent home?

- In the event of a school closure, we will upload work to Google Classroom within 24 hours.
- Children will be asked to upload work directly to Google Classroom.
- We will use the planning proforma 'School Closure' which will set out a daily timetable.
- After the first few days, there will be programme of at least three hours (KS1) or at least four hours (KS2) of learning which will be indicated in a timetable sent out each evening for the following day.
- Children will be encouraged to log in for a Meet and Greet session each morning and to follow the timings given in the daily timetable.

Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were in school?

- Children will follow the same timetable whether they are in school or at home and will be taught broadly the same curriculum as they would if they were in school.
- Identical videos will be provided to teaching assistants covering bubbles in school as to children at home.

Remote teaching and study time each day

How long can I expect work set by the school to take my child each day?

- We expect that remote education (including remote teaching and independent work) will take pupils broadly the following number of hours each day:

Key Stage 1 / Foundation	At least three hours which will be made up of recorded lessons made by class teachers, other links such as You Tube links, BBC Bitesize, White Rose etc. and directed work sent by teachers on Google Classroom.
Key Stage 2	At least four hours which will be made up of recorded lessons made by class teachers, other links such as You Tube links, BBC Bitesize, White Rose etc. and directed work sent by teachers on Google Classroom.

Accessing remote education

How will my child access any online remote education you are providing?

The on-line platforms we are using are:

- Google Classroom
- Zoom for Meet and Greet sessions
- Classes have a log in for Google Classroom.

If my child does not have digital or online access at home, how will you support them to access remote education?

We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

- Parents should inform the school if they have genuine difficulties in accessing a device for the remote learning programme.
- We can provide support to parents who do not have internet access. Please contact bursar@davenhamce.cheshire.sch.uk.

How will my child be taught remotely?

We use a combination of the following approaches to teach pupils remotely:

- Recorded teaching that has been made by teaching staff.
- Recorded teaching from external companies (e.g. Oak National Academy lessons, video/audio recordings made by teachers)
- Commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences.

Engagement and feedback

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

- We expect all children to engage with the remote learning programme as detailed in the timetables sent home each day. We recognise all family circumstances are different but encourage children to complete as much work as possible.
- We ask parents / carers to ensure children follow closely, the Zoom Protocols listed above.
- We ask parents / carers to support their children if difficulties arise.
- Parents can email teachers for advice if necessary.

How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

We expect children to engage with the remote learning programme and will monitor their engagement by:

- Taking a daily register.
- Monitoring the frequency that children submit work online.
- Acknowledging receipt of all pieces of work
- Providing detailed feedback on one piece of English and one piece of Maths work each week.
- Where there is concern that children are not engaging with remote learning, staff of the school will contact parents / carers to establish the reason and provide support where necessary.

How will you assess my child's work and progress?

- We will endeavour to upload work and videos between 5.00pm and 9.00pm each day for the following day. In the event of technical difficulties, work will be uploaded by 8.00am each day as far as possible.
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- If children are poorly, the office or class teacher (if children are at home) should be informed in the normal way.

How will you work with me to help my child who needs additional support from adults at home to access remote education?

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:

- Some children will receive weekly phone calls from a member of staff to provide support where necessary.
- Some children will have individual programmes of work to follow that make it easier to access the same areas of learning in the class.
- A surgery is available at the end of each Meet and Greet session for children who struggled with concepts the previous day.

Remote education for self-isolating pupils

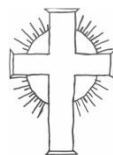
If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?

Due to the challenges of teaching pupils both at home and in school, we will do the following:

If school is open to all children, then we will provide a pack for the first 48 hours. After this time, a daily plan with assignments will be sent to children who are self-isolating via email or Google Classroom.

EQUALITY STATEMENT

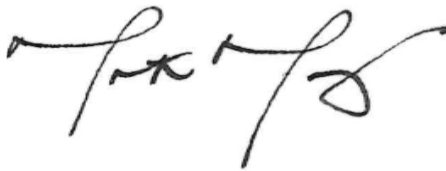
Davenham Primary School is committed to ensuring equality of opportunity for all children, staff, parents, carers and visitors irrespective of their race, sex, gender identity, disability, religion or belief, sexual orientation, marital status, age or pregnancy and maternity. We tackle discrimination through the positive promotion of equality, by valuing diversity, challenging bullying and stereotypes and by creating an inclusive environment which champions fairness and respect for all.



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Effective Date		January 2025
Review		Every two years
Person Responsible		Joanne Hyslop
Signed Headteacher	Signed Chair of Governors	Date Ratified
Joanne Hyslop 	Martin Mewies 	27 January 2025