

Blended and Remote Learning Policy

New End Primary School

Date Amended: Spring Term 2021

Review Date: Termly

Rationale

As a school we recognise that, although children are happy to be in school, the extended period of school closure has lessened the children's ability to focus and learn for sustained periods of time. As a school we are working on building up the children's resilience in the classroom environment. Any future self-isolation periods for a year group could impact on our hard work, so it is important that we do all that we can to maintain school focus.

New End's blended / remote learning will be available to year group bubbles who are self-isolating or individuals who are self-isolating or to the entire school in case of full closure.

Our school home learning platform (newend.net) will continue as part of this approach although providing learning to one or two children as compared to an entire year group, will look different.

Children from Years Three to Six have all been set up on Google Classroom. Logins and passwords have been sent home with all these year groups and children shown and practising logging in, accessing activities and, most importantly, learning how to hand in their work. This is going to be key in our monitoring of home learning for these year groups where we have cases of an entire year group being placed in self-isolation.

Year One and Two use a simple handing in webpage which can be used quickly and efficiently for Year One and Two children to hand in work from home.

Nursery and Reception will continue to use Tapestry if one of these groups is placed in self-isolation.

There are videos to remind children and parents how to do these things on the learning platform. (newend.net)

This policy will apply when

- A child (and their siblings if they are also attending New End Primary School) is absent because they are awaiting test results and the household is required to self-isolate. The rest of their school bubble are attending school and being taught as normal.

- A child's whole bubble is not permitted to attend school because they, or another member of their bubble, have tested positive for Covid-19.

Remote learning will be shared with families when they are absent due to Covid related reasons and not to all.

Aims

This policy aims to:

- ensure consistency in the approach to remote learning for all pupils (including SEND) who aren't in school through use of quality online and offline resources and teaching videos
- provide clear expectations members of the school community with regards to delivery high quality interactive remote learning
- include continuous delivery of the school curriculum, as well as support of motivation, health and well-Being and parent support
- consider continued education for staff and parents (e.g. CPD, Supervision and Meet the Teacher)
- support effective communication between the school and families and support attendance

Governor, Staff and Family Responsibility

Role of the Governing Body

Governors will:

- monitor the school's approach to providing remote learning to ensure education remains as high quality as possible
- ensure that staff are certain that remote learning systems are appropriately secure, for both data protection and safeguarding reasons

Role of the Headteacher

The Head-teacher will:

- monitor daily level of engagement
- take responsibility for managing and dealing with all safeguarding concerns as DSL. For further information, please see the Safeguarding and Child Protection Policy.
- ensure INSET time, when appropriate
- provide a budget for sufficient resources
- liaise with staff about record keeping and assessment
- ensure the monitoring of blended and remote teaching and learning
- report to Governors, where appropriate, about the development of blended and remote learning

Role of the Senior and Extended Leadership Team

Alongside any teaching responsibilities, senior leaders are responsible for:

- co-ordinating the remote learning approach across the school including daily monitoring of engagement.
- monitoring the effectiveness of blended and remote learning
- monitoring the security of remote learning systems, including data protection and safeguarding considerations

Role of the Class Teacher

The class teacher will:

- be available during normal working hours, whether in school or working from home in the case of a bubble or full school closure
- inform the school as per normal procedures if they are not available to work
- set work for their class as noted in the organisation section following, keeping in line with the learning that is (or would be) being completed in school
- regularly set home learning or a class activity using the remote learning platform to maintain children's understanding of how to access blended or remote learning if required
- ensure hand in procedures are practised weekly to maintain children's confidence with the systems in place
- provide feedback as per the school's Marking Policy
- inform the Headteacher or Deputy Headteacher if there is a concern around a child's level of engagement so that parents can be contacted to access whether school intervention can assist engagement.
- Share any complaints or concerns made by parents or pupils should be reported the Headteacher or Deputy Headteacher. Any safeguarding concerns, should immediately be referred to the DSL

Role of the Teaching Assistant

Teaching Assistants will:

- be available during normal working hours, whether in school or working from home in the case of a bubble or full school closure
- inform the school as per normal procedures if they are not available to work
- attend remote sessions with their classes if working from home. Wherever possible, if working in school, teaching assistants should attend these sessions alongside the children accessing them in school.

Role of Families

Staff can expect children learning remotely to:

- Complete work to the deadline set by teachers
- Seek help if they need it, from teachers
- Alert teachers if they're not able to complete work

Staff can expect parents with children learning remotely to:

- Make the school aware if their child is sick or otherwise can't complete work
- Seek help from the school if they need it – if you know of any resources staff should point parents towards if they're struggling, include those here
- Be respectful when making any complaints or concerns known to staff

Organisation

1. Blended / Remote Learning for Self-Isolating Individuals

The school will provide remote learning for children required to self-isolate on a case by case basis.

Parents are responsible for contacting the school if their child is required to self-isolate. An email address must be confirmed to ensure that learning can be accessed by the child / children during this period.

New End will do all that it can to offer a device for children to use at home if they do not have access to one for the period.

During the self-isolation period:

Children will be expected to complete and hand in activities set every day unless they are ill.

If children are ill, parents should telephone the school and inform us of the reason for the absence.

Staff will email the weekly timetable so that the family has an overview of learning. Daily activities in English and Mathematics will be emailed either at the start of each week or by 9am each day. Other daily activities will be sent if appropriate and can be easily completed at home. Any workbooks associated with learning in school will be delivered by the school at the start of the confirmed self-isolation.

Children will be expected to hand in their work via Tapestry, Google Classroom or via the "Hand in" app depending on the year group. All children should have been shown how to do this in class.

2. Blended / Remote Learning for Self-Isolating Year Group Bubbles

Families can expect children learning remotely if a year group bubble is self-isolating to:

- See school staff every day. In the event of staff absence due to illness, another staff member will be made available.
- Have access to three live teaching inputs per day. (Reception to Year Six)
- Have access to two live teaching inputs per day. (Nursery)
- Be able to make contact with their teacher via the provided email address.

Staff can expect children learning remotely if a year group bubble is self-isolating to:

- Behave as we would expect all children to do in school.
- At the very least, be wearing their school polo-shirt or PE shirt when attending remote lessons with their peers.
- Be contactable during the school day – although they may not always be in front of a device the entire time
- Complete work to the deadline set by teachers
- Seek help if they need it, from teachers or teaching assistants
- Inform teachers if they're not able to complete work

Staff can expect parents with children learning remotely if a year group bubble is self-isolating to:

- Make the school aware if their child is sick or otherwise can't complete work
- Seek help from the school if they need it
- Be respectful when making concerns known to staff via their school email address.
- Inform the school office (NOT the class teacher) if their child has to self-isolate and provide an email address that will be passed onto the class teacher for correspondence.

Children will be expected to attend remote learning lessons every day unless they are ill.

If children are ill, parents should telephone or email the school and inform of the reason for the absence. Email head@newend.camden.sch.uk or admin@newend.camden.sch.uk

Daily activities should be uploaded to Google Classroom (KS2) and newend.net (EYFS, KS1 and KS2) by 9am each day.

Teachers and Teaching Assistants will provide three teaching sessions via Zoom per day as follows:

- **9.30 am Registration and 1st Lesson.** Registration for the day. School office will be informed at end of the Zoom meeting or earlier if possible of any absence. Staff to share the activity, sign-posting children to any presentations, video links, etc that will support them in the activity. At the end of teacher input, those who understand should go off and complete. For those children needing further explanation or support, staff should stay available on the Zoom call until 10.30am. Children should be informed that the task is to be handed in by 11am.
- **11.30am 2nd Lesson.** Recap of previous lesson and key points from the work handed in. Staff to share the activity, sign-posting children to any presentations, video links, etc that will support them in the activity. At the end of teacher input, those who understand should go off and complete. For those children needing further explanation or support, staff should stay available on the Zoom call until 12.30. Children should be informed that the task is to be handed in by 1pm.

- **1.30pm 3rd Lesson.** Recap of previous lesson and key points from the work handed in. Staff to share the activity, sign-posting children to any presentations, video links, etc that will support them in the activity. At the end of teacher input, those who understand should go off and complete. For those children needing further explanation or support, staff should stay available on the Zoom call until 2.30pm. Children should be informed that the task is to be handed in by 3pm. Remind children that they are expected to be back in the remote classroom the next school day at 9.30am or that they will be back in the real classroom the next school day at the correct time if self-isolation period is complete.

The school office will follow up any child absence.

Children will be expected to hand in their work via Google Classroom or via the “Hand in” app. All children should have been shown how to do this in class.

3. Blended / Remote Learning during a Full School Closure

If the school closes completely, provision in school will still be offered to vulnerable children and children where one or more parents is a key worker.

Families can expect children learning remotely if the school is fully closed to:

- See school staff every day. In the event of staff absence due to illness, another staff member will be made available.
- Have access to three live teaching inputs per day. (Reception to Year Six)
- Have access to two live teaching inputs per day. (Nursery)
- Be able to make contact with their teacher via the provided email address.

Staff can expect children learning remotely if the school is fully closed to:

- Behave as we would expect all children to do in school.
- At the very least, be wearing their school polo-shirt or PE shirt when attending remote lessons with their peers.
- Be contactable during the school day – although they may not always be in front of a device the entire time
- Complete work to the deadline set by teachers
- Seek help if they need it, from teachers or teaching assistants
- Inform teachers if they’re not able to complete work

Staff can expect parents with children learning remotely if the school is fully closed to:

- Make the school aware if their child is sick or otherwise can’t complete work
- Seek help from the school if they need it
- Be respectful when making concerns known to staff via their school email address.
- Inform the school office (NOT the class teacher) if their child has to self-isolate and provide an email address that will be passed on to the class teacher for correspondence.

Children will be expected to attend remote learning lessons every day unless they are ill.

If children are ill, parents should **email** the school and inform us of the reason for the absence. Email head@newend.camden.sch.uk or admin@newend.camden.sch.uk **Please do not telephone during a full closure as the office may be closed and therefore no one can pick up messages.**

Daily activities should be uploaded to Google Classroom (KS2) and newend.net (EYFS, KS1 and KS2) by 9am each day.

In the case of a full closure, in order to try to support access to devices for families and staff, the lesson times will be broken into two groupings.

Group 1 Input at 9am, 11am and 1pm
Year One
Year Two
Year Five
Year Six

Group 1 Input at 10am, 12noon and 2pm
Nursery – 10am and 12noon ONLY
Reception
Year Three
Year Four

Teachers and Teaching Assistants will provide three teaching sessions via Zoom per day as follows:

- **9am or 10am Registration and 1st Lesson.** Registration for the day. School office will be informed at end of the Zoom meeting or earlier if possible of any absence. Staff to share the activity, sign-posting children to any presentations, video links, etc that will support them in the activity. At the end of teacher input, those who understand should go off and complete.

For those children needing further explanation or support, staff should stay available on the Zoom call until the following times and tasks handed in by the times noted below

9am Staff on line if required until 10am. Children should be informed that the task is to be handed in by 10.30am.

10am Staff on line if required until 11am. Children should be informed that the task is to be handed in by 11.30am.

- **11 am or 12noon 2nd Lesson.** Recap of previous lesson and key points from the work handed in. Staff to share the activity, sign-posting children to any presentations, video links, etc that will support them in the activity. At the end of teacher input, those who understand should go off and complete.

For those children needing further explanation or support, staff should stay available on the Zoom call until the following times and tasks handed in by the times noted below

11am Staff on line if required until 12noon. Children should be informed that the task is to be handed in by 12.30pm.

12noon Staff on line if required until 1pm. Children should be informed that the task is to be handed in by 1.30pm.

- **1pm or 2pm** **3rd Lesson.** Recap of previous lesson and key points from the work handed in. Staff to share the activity, sign-posting children to any presentations, video links, etc that will support them in the activity. At the end of teacher input, those who understand should go off and complete.

For those children needing further explanation or support, staff should stay available on the Zoom call until the following times and tasks handed in by the times noted below

1pm Staff on line if required until 2pm. Children should be informed that the task is to be handed in by 2.30pm.

2pm Staff on line if required until 3pm. Children should be informed that the task is to be handed in by 3.30pm.

Remind children that they are expected to be back in the remote classroom the next school day at 9am or 10am or that they will be back in the real classroom the next school day at the correct time if school is to re-open.

The school will follow up any child absence.

Children will be expected to hand in their work via Google Classroom or via the “Hand in” app. All children should have been shown how to do this in class.

Resources

Resources to deliver this Remote Education Plan include:

- New End’s learning platform – newend.net
- Online tools for specific phases including Tapestry, Google Classroom, Class Dojo and our Hand in button, as well as for staff CPD and parents’ sessions.
- Use of live lessons and recorded video for registration, instructional videos and assemblies
- Phone calls home
- Printed learning packs
- Physical materials such as story books and writing tools
- Use of BBC Bitesize, Oak Academy, Reading Eggs / Reading Eggspress and Mathseeds / Mathletics.