Midhurst

C E

Primary School
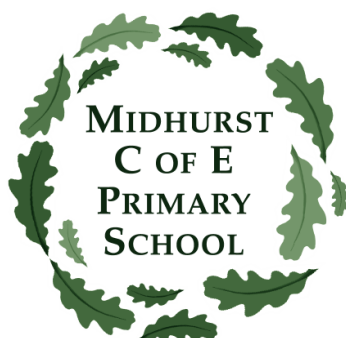
Remote Education Policy

APPROVED (DATE)	NEXT REVIEW DATE
June 2022	June 2024

Approved by Headteacher

Vision

At Midhurst CofE Primary School we believe passionately in living life in all its fullness by developing the spiritual and holistic potential of each child. Our distinctively Christian values of kindness, peace, friendship, respect, creativity and forgiveness underpin the education and care we provide for the whole child, their family and school community.

Aims

Our aim is that every child will reach their full potential by:
- learning to read so that they can read to learn.
- having the skills to write with purpose and fluency.
- becoming problem solvers through logic, reason and numeracy.
- knowing how to learn, what sort of learner they are and how they learn best.
- accessing a wide ranging, creative curriculum that is challenging and inspiring and caters for the needs of all.
- gaining knowledge, skills and understanding appropriate to a fast-changing world, so they can be self-reliant, adaptable and lead fulfilling and meaningful lives
- being valued as an individual, who can share their concerns and can grow in confidence knowing their place in their class, their school, their local, national and international communities, wanting to help others and make a positive difference.
- being aware and able to make healthy choices physically and mentally They will choose to keep active and develop positive attitudes to life and well-being.
- understanding that they are responsible for their own actions and take responsibility for them.

At Midhurst CofE Primary School we strive to ensure that the whole school environment is a place that promotes learning, encourages challenge and independence and is as safe as possible. We believe that children should feel secure, happy and valued as unique individuals so their educational, emotional, spiritual and physical needs are met. We expect every child to make good progress and develop their wisdom, knowledge, skills and understanding of the world they live in.

We encourage enthusiasm and motivation across the school, enabling us all to be creative and imaginative in our work. The biblical teachings of Jesus underpin all we do; our priorities and decisions, collective worship, RE and across the curriculum. Our Christian values are alive and in action around the school. Our distinct Christian foundation supports children to cooperate, share and show respect for everyone, regardless of faith, culture or ethnic background and be responsible for their own behaviour.

Remote Education Policy for Midhurst C of E Primary School (MPS)

1. Policy Statement

Midhurst C of E Primary School has always strived to be creative, innovative and supportive of our families in the best way possible to make learning purposeful and holistic. Our strategy for remote learning continues this.

2. Aims

This Remote Education Policy aims to:

- Ensure consistency in the approach to remote learning for all pupils (including those pupils with SEND) who aren't in school through use of quality online and offline resources and teaching videos

- Provide clear expectations to members of the school community with regards to delivering high quality interactive remote learning

- Include continuous delivery of the school curriculum

- Support effective communication between the school and families and support attendance

3. Who is this policy applicable to?

- A child *(and their siblings if they are also attending MPS)* who 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 who are not permitted to attend school because they, or another member of their bubble, have tested positive for Covid-19.

Remote learning will be shared within 24 hours with families when they are absent due to the reasons above. If the child is unwell for any reason, we will not provide home-learning.

4. Content and Tools to Deliver This Remote Education Plan

Resources to deliver this Remote Education Plan include:

- Seesaw – this is the main online tool used to share resources for home-learning.

- Use of recorded videos

- Phone calls home to check how home-learning is going

- Printed learning packs

- Physical materials such as story books and writing tools

- Use of BBC Bitesize, Oak Academy, White Rose Maths Hub, MyMaths, TT Rockstars, Sumdog and Oxford Owl.

Links to these resources can be found on the school website.

5. Home and School Partnership

MPS is committed to working in close partnership with families and recognises that each family is unique. Because of this remote learning may look different for different families in order to suit their individual needs.

Where possible, it is beneficial for young people to maintain a regular and familiar routine. MPS would recommend that each home 'school day' maintains structure. We suggest pupils do Reading, English and Maths activities in the morning (this is the structure followed at school), followed by other topic-related activities in the afternoon.

We would encourage parents support their child's learning where possible, including finding an appropriate place to work and, to the best of their ability, support pupils with the work set, encouraging them to concentrate and try their best.

Every effort will be made by staff to ensure that work is set within 24 hours of the child being absent from school. Should accessing work be an issue, parents should contact school promptly and alternative solutions may be available. These will be discussed on a case-by-case basis.

All parents sign an 'Acceptable Use Policy' for school which includes e-safety rules which apply when children are working on computers at home.

6. Roles and responsibilities

Teachers

The responsibilities below relate to where a whole class/bubble is isolating and would be reduced when it is fewer children isolating and the majority of the class are in school and/or staff are absent due to illness.

MPS will provide training sessions for staff on how to use SeeSaw and how to access appropriate learning resources.

When providing remote learning, teachers must be available between 9.00am and 3.00pm

If teachers are unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure.

When providing remote learning, teachers are responsible for:

- Setting work:
    - Teachers will set work for the pupils in their classes.
    - The work set should follow the usual timetable for the class had they been in school, wherever possible
    - Work will be set on a weekly and/or daily basis, depending on the individual circumstances.
    - Teachers will adjust the pace and difficulty of what is taught in response to pupils understanding and assessments made.
- Providing feedback on work:
    - Teachers will aim to give personal feedback on reading, writing and maths work on the same day it is submitted.
    - For other subjects/tasks, teachers will aim to give personal feedback by the end of the week.

- Keeping in touch with pupils who aren't in school and their parents:
    - If there is a concern around the level of engagement of a pupil, parents should be contacted via phone to discuss this.
    - Teachers will inform senior leaders which pupils are not accessing online learning
    - All parent/carer emails should come through the school office e-mail account - office@midhurstprimary.co.uk
    - Any complaints or concerns shared by parents or pupils should be reported to a member of the Senior Leadership Team (SLT). Any safeguarding concerns, should be referred immediately to the school Designated Safeguarding Lead. (DSL)

Teaching Assistants

Teaching assistants must be available between 9.00am and 3.00pm to liaise with teachers if necessary.

If they are unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure.

During the school day, teaching assistant may be asked to complete tasks as directed by teachers of the SLT.

Senior Leaders

Alongside any teaching responsibilities, senior leaders are responsible for:

- Co-ordinating the remote learning approach across the school including daily monitoring of engagement.
- Co-ordinating the distribution of printed learning packs for pupils who do not have suitable online access.
- Monitoring the effectiveness of remote learning through regular meetings with teachers and subject leaders, reviewing work set or reaching out for feedback from pupils and parents.
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations

Designated safeguarding lead

The DSL is responsible for managing and dealing with all safeguarding concerns. For further information, please see the Safeguarding and Child Protection Policy.

IT Technicians

IT technicians are responsible for:

- Fixing issues with systems used to set and collect work
- Helping staff with any technical issues they're experiencing
- Reviewing the security of remote learning systems and flagging any data protection breaches to the data protection officer

The SENDCo

The SENDCo is responsible for:

- Liaising with the ICT technicians to ensure that the technology used for remote learning is accessible to all pupils and that reasonable adjustments are made where required.

- Ensuring that pupils with EHC plans continue to have the outcomes of the plan met while learning remotely.

- Will contact outside agencies (Speech & Language, OT) to arrange appropriate resources to suit individual needs of children with SEND

Pupils and parents

Staff can expect pupils 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
- Be respectful when making any complaints or concerns known to staff

Governing Body

The governing body is responsible for:

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

7. Free school meals (FSM)

The school will work with Chartwells and place a weekly food parcel provision when required for any pupil eligible for FSM if at home self-isolating. This parcel will either be collected by families from the school site or distributed to family homes by the school.

8. Links with other policies and development plans

This policy is linked to our:

- Safeguarding procedures
- Behaviour policy
- Safeguarding and Child protection policy
- Data protection policy and privacy notices
- Online safety acceptable use policy