



Ryhope Infant School Academy
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Headteacher: Mrs T Allen

Remote Learning Policy

October 2021

Specific Aims

- Ensure consistency in the approach to remote learning for pupils who aren't in school.
- Set out expectations for all members of the school community with regards to remote learning.
- Provide appropriate guidelines for data protection.
- Ensure pupils unable to attend school remain fully included within the school community.
- Continue to ensure that every child receives the best education the school can provide them.
- Ensure that remote education is integrated in the curriculum so it is an essential part of the school curriculum, alongside classroom teaching, or in the case of a local lockdown.

Remote learning for pupils that are not able to attend school due to self-isolation or in line with government guidelines

Ryhope Infant School Academy will provide remote learning (online) for pupils that are not able to attend school which will reflect what is being taught in school. In the following points, an outline of the provision will be made and some guidance given on the role of pupils, teachers and parents.

Designated Safeguard Lead

The DSL is responsible for all Safeguarding concerns, including those related to Remote Learning.

Family (pupil, parent, carer) role

- Where possible, it is beneficial for young people to maintain a regular and familiar routine. Ryhope Infant School Academy would recommend that each 'school day' maintains structure.
- Each week, on Monday, work for the week, in English, Maths, Phonics and Topic will be posted on the school website <https://www.ryhopeinfantschool.org.uk/> Families should view this together, and then make appropriate plans to complete the work. If unable to print the work out school will post a work pack home or parents can collect a pack from school.
- Each child is assigned a reading book. Once your child completes the assigned books the class teacher will assign a new one.
- Should anything be unclear in the work that is set, parents can communicate with class teachers via the school Dojo app with a question.
- Work that children complete at home should either be uploaded on Class Dojo in their child's portfolio or be kept safe and can be returned to school weekly.
- We would encourage parents to support their children's work, including finding an appropriate place to work and, to the best of their ability, support pupils with work encouraging them to work with good levels of concentration.
- Parents/carers need to inform their child's class teacher if their child is sick or unable to complete their work.
- Parents/carers need to seek help from their child's class teacher if they need support to complete the work set.
- Parents are encouraged to read with their children and out loud to their children as much as is possible and practical.

Providing feedback on work

- Staff will respond to all work submitted on Class Dojo. This work and teacher comments are then printed out and put in the relevant books.
- Any work which is returned to school will be marked and put in the relevant books.

Keeping in touch

- Parents/carers can keep in touch with their child's class teacher vis Class Dojo.
- A weekly phone call home will be made by the class teacher.
- Vulnerable pupils and children with an EHCP will receive an additional weekly phone call from the SENDCo.
- If we are unable to contact a parent/carer by telephone then a welfare visit will be made by the Family Liaison Officer to ensure the safety of the child and to offer support to the parent/carer.
- The Family Liaison Officer will conduct weekly home visits to any vulnerable pupils not in school.

Teacher expectations

- Teachers will provide learning for their current class. The amount of work they need to provide will be in line with their current teaching timetable.
- Daily phonics lessons will be planned for following Little Wandle Scheme for Reception and KS1 pupils. Lessons will be recorded and shared with parents via Dojo. Parents will also be directed to any phonics resources which will support the pupils at home.
- Teachers will signpost parents to any additional online resources which will support the set work such as resources provided by the Oak National Academy, White Rose Maths and BBC Bitesize.
- Teachers will upload weekly learning packs on the school website. The packs can then be accessed at home, printed out in school ready for parents to collect or posted out to homes.
- Pupils with additional needs will have differentiated activities planned to specifically match their needs and ability.
- To respond, within reason, promptly to requests for support from families at home. This should be done via Class Dojo or by emailing Admin@ryhopeinfantschool.org.uk

Senior Leaders expectations

Alongside any teaching responsibilities, senior leaders are responsible for:

- Co-ordinating the remote learning approach across the school.
- Monitoring the effectiveness of remote learning.
- If the class teacher is unwell and unable to lead remote learning, then the senior leadership team will take direct responsibility for this. If this is the case, home learning provision and systems may need to adapt so that school leaders can continue to manage their leadership roles while carrying out remote learning for the class.

Subject leaders

Alongside their teaching responsibilities, subject leads are responsible for monitoring the work teachers set by their subject.

- Review work set weekly.

Remote teaching for staff who are self-isolating

Teaching staff are required to self-isolate if they show symptoms or if they have been told to isolate due to contact with a positive case.

If a member of staff is required to self-isolate, they are expected to:

- Follow normal reporting procedure for planned absence.
- Should a staff member be tested, it is expected, as per national guidance, to share the result of this test with school so that appropriate plans can be made.
- Whilst self-isolating, and if able to do so, staff will be asked to support with the online learning provision for their year group as well as weekly planning and giving feedback to any work submitted through Class Dojo.

Governors

The governing board is responsible for:

- Monitors the schools 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.

Data Protection

- Teachers are able to access contact details via the school system. These details are kept securely and are not shared with a third party.
- Class Dojo is an online secure app. No personal details are stored on the app other than first and last name of the child and the parent's email address and no student's account, profile, or portfolio is made available or visible to the public through Class Dojo. Only the student, the student's parents, and the student's teachers or school leaders can see the student's profile and portfolio.
- School laptops are used when accessing any pupil information which are password protected.

Member of staff responsible for this policy	Tammy Allen
Governor responsible for this policy	Suzanne Brown
Date to be Reviewed	October 2022 or as DfE guidance changes/updates