



Together we love to learn
and learn to love

St Mary's C.E. Infant School

Remote Learning Policy

St Mary's CE Infant school is committed to inspiring every individual. We embed the Christian value of love across school life because we believe that a person who feels loved, secure and happy can flourish.

We encourage everyone to achieve their potential, develop their talents, celebrate their uniqueness, and rejoice in their relationships with others.

“Do everything in love”

1 Corinthians 16:14

Remote Learning Policy

Remote learning refers to the provision of work and teacher support in the event that normal lessons are unable to be delivered face-to-face as normal. This policy may apply when the school has had to close a bubble, the school has been asked to close, or a significant number of children within a class have been required to isolate.

The situations in which this policy may be used are inevitably highly varied and flexibility will therefore be needed in how this policy is applied. All staff at the school however remain committed to providing learning for children, within the scope of both resources and circumstance.

This Remote Learning Policy aims to:

- Ensure consistency in the school's approach to remote learning
- Set out expectations for all members of the school community with regards to remote learning

Principles

At St Mary's Infant School, we recognise that not all families have access to sufficient devices to allow all children to engage with online learning during the school day. We also recognise the value of time for children to be creative and to be away from a screen. We believe that routine is beneficial to children and will support them in the management of their work and time. We therefore encourage families to agree a routine for accessing remote learning and to try and stick to this as much as possible.

However, given the circumstances in which remote learning may be needed we understand that families will be managing the challenges in many different ways. The school therefore has no fixed expectations in relation to the work that should be completed by children and is keen to underline the importance of protecting mental health and wellbeing, ensuring adequate fresh air and exercise and pursuing children's own areas of interest.

All school staff will continue to promote reading, to all children in all year groups. Reading materials will be suggested and where necessary provided to ensure that all children are able to continue to develop their reading skills throughout any period of remote learning.

Remote learning will be provided to children using a range of methods. The learning offer will be determined by -

- Levels of staff sickness/absence
- The age of the children
- The learning being covered
- Numbers of children being educated in school

Year group learning

St Mary's home learning platform is via Class Dojo. This is a well-established and effective method of home learning provision at St Mary's. All parents have access to the platform with the facility to upload work to their child's online folder. Additionally, all parents have access to Active Learn and Bug Club. The

Remote Learning Policy

school's website has a dedicated Remote Learning page to inform parents of how our home learning will be communicated and providing additional weblinks and ideas for how families can support their child.

<https://www.st-marys-witney.oxon.sch.uk/teaching-and-learning/remote-learning>

In depth information on expectations for learning in each year group and topic webs are also provided on the school's website. For example, in Year 1 the following information is provided:

<https://www.st-marys-witney.oxon.sch.uk/teaching-and-learning/classes/year-1>

A standard, school template of expectations for what learning will be set each week has been agreed by staff. This ensures that each week there is a clear programme of daily phonics, English and maths lessons and additional RE, PSHE and connected curriculum learning tasks.

Class teachers will ensure that the activities include an appropriate level of challenge, including for the most able. Learning activities may include links to external sources and other remote learning providers.

Worksheets, or activities requiring some degree of 'filling in' will be downloadable through Class Dojo. Paper copies of these documents will also be available for families to collect from the school reception area as needed.

Children will be invited to share completed work with their teacher via Class Dojo. Teachers are expected to acknowledge receipt of such work but are not responsible for providing feedback that replicates what would be expected when the school is open and working normally. When responding individually to children's work, teachers are expected to do so via Class Dojo. They should not use a personal device to access their email account, nor use a personal email / social media account.

The role of Teaching Assistants

Teaching Assistants should be available during their normal working hours on the days they are normally required in school. 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. Teaching Assistants may:

- Work in school for specific tasks as required by the Headteacher;
- Undertake remote and/or online CPD training;
- Support class teachers with the delivery of any online learning;
- Attend virtual meetings with colleagues.

Safeguarding and wellbeing

During any period of remote learning the school will continue to monitor children's wellbeing in so far as it is able to do so, given any restrictions that are imposed by legislation. The Headteacher, SENCO and Home School Key Worker will have oversight of all children who have been identified as being especially vulnerable and will deal with any concerns regarding children's wellbeing that are shared with them by class teachers.

Remote Learning Policy

Where teachers have any concerns regarding the safety or wellbeing of any of the children in their class they will report these, without delay, to the DSL. The school's safeguarding and child protection policy will continue to be followed.

Where appropriate staff are encouraged to make contact with parents to discuss any concerns raised. Where communication takes place via telephone the school lines should ideally be used. Where it is not possible to use the school telephone a personal device may be used, but the caller's number must be withheld.

Concerns

If parents have any concerns about the home learning that has been set, they should in the first instance contact their child's class teacher, either using the class teacher's school email address, or via the school office.

Data Protection

In line with school policy, all staff are expected to take appropriate steps to ensure that their school laptop remains secure, including but not limited to -

- Keeping their school laptop password protected
- Making sure their school laptop locks if it is left inactive for a period of time
- Not allowing other family members to use their school laptop