



Kingsbury Episcopi Primary School Remote Learning Contingency Plan

In the event of future closures, partial closures or isolation of bubbles, KEPS has carefully considered, consulted on and developed this policy for remote learning. These changing circumstances may include individuals and small numbers shielding/isolating, larger groups needing to self-isolate and local/national lockdowns.

The overarching goal is to enable pupils to access high-quality teaching and learning even when they are unable to attend school and for teachers to be able to teach remotely, should they need to self-isolate. The document outlines how school staff and parents will work together to provide remote learning.

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

All year groups have Google Classroom accounts for every child so that we can provide immediate support to all pupils. Using these platforms, our teaching staff will provide daily lessons that reflect our in-school curriculum for each year group. Access to devices and the Internet are checked termly and followed up where necessary, devices can be borrowed if available and support given. On the school website, there is a google classroom page with video tutorials and help sheets available. In addition, throughout the Autumn 2020 term the teachers have set weekly homework on Google Classroom as well as incorporating it as part of classroom sessions in order for the children to familiarise themselves with the system. This has enabled teachers to monitor if children have any access problems and to offer support to parents on a 1:1 basis. School staff act on feedback and email helpful hints as and when they are appropriate and necessary.

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

We will ensure that any work set remotely reflects our broad and ambitious curriculum. We will use a range of on and off-line resources considering the needs of SEND and vulnerable families, who may find this difficult to access; reasonable adjustments and arrangements will be made. Daily lessons span across the curriculum, lessons are closely matched to the curriculum normally delivered in school. Work is tailored to pupil's individual needs and those with SEND have individual work provided. Class teachers and support assistants will set individual and small group work where the need arises. This will involve a combination of the use of Oak Academy Online, online programs such as White Rose Maths, Phonics play and many other resources.

The work set will ensure we are able;

- To set assignments so that pupils have meaningful and ambitious work each day in a number of different subjects
- To teach a planned and well-sequenced curriculum so that knowledge and skills are built incrementally, with clarity about what is intended to be taught and practised in each subject
- To provide frequent, clear explanations of new content, delivered by a teacher or through high quality curriculum resources and/or videos

- To gauge how well pupils are progressing through the curriculum, using questions and other suitable tasks and enable staff to engage in meaningful feedback where appropriate
- To enable teachers to adjust the pace or difficulty of what is being taught in response to questions or assessments, including, where necessary, revising material or simplifying explanations to ensure pupils' understanding
- To plan a programme that is of equivalent length to the core teaching pupils would receive in school, ideally including regular contact with teachers
- To avoid an over-reliance on long-term projects or internet research activities.

Class teachers will:

- Lead a regular 'live check in' session at a set time, to allow teachers to check all children understand the work expectation and have logged on. Staff will liaise and follow up on children who are not engaging.
- Plan some recorded sessions or pre-recorded options. This may be a filmed message/feedback from the class teacher or a video of a teacher from a recommended website resource E.g. <https://www.thenational.academy/>
- Provide a weekly or daily overview depending on feedback from parents
- Assess work completed when necessary and offer feedback where appropriate. Sometimes this feedback could be to the whole class and may not be to pupils individually.

The Headteacher will:

- Monitor and respond to any issues/ safeguarding concerns
- Ensure all school wide communication continues during any closure eg weekly updates, social media etc.
- Stream and/or record daily assemblies
- Monitor the quality and delivery of remote education (alongside the SLT)

The SENDCo will:

- Co-ordinate interventions for pupils with SEND
- Support the head teacher as well as class teachers in monitoring and responding to any issues/ safeguarding concerns

Support Staff will:

- Work normal contracted hours supporting the class teacher either as part of a rota or at home supporting online learning
- Prepare resources for children to support in home learning
- Support SEND pupils where possible E.g. In one-to-one reading, class work and interventions as directed by SENDCo and class teacher
- Phone families as needed check on well-being.

Please note:

If a single pupil or small group is self-isolating, it will not be possible for staff to provide teaching and learning for the whole curriculum through Google Classroom, as they will be committed to the pupils who are attending school. However, they will ensure key learning tasks are shared through the platform using Oak academy and other online resources; these will be matched to the lessons in school.

Parents need to be aware of the following:

- Staff will hide their 'caller ID' if phone calls are made outside school
- Staff will ensure they follow data protection rules and adhere to confidentiality standards
- Planning, delivering and providing feedback as well as working as a part of a rota in school takes as long or indeed longer than working normally at school and staff may have commitments which effect their work schedule & timings. E.g. Caring for young children themselves.

	• Staff are not expected to respond after their classroom working hours • Setting on-line learning is a new skill for our staff and we may not get everything right first time!
What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?	
Our pupils are expected to:	• Log on to Google classroom each morning and attend 'check ins' • Complete the tasks set by their teacher each day and upload their learning as requested by the teacher, asking appropriate questions in google classroom if appropriate • Use online resources such as Epic Reading, phonics play & TT Rockstars and any other resources provided by the school • Report any concerns including on-line safety issues directly to their parents/carers and teachers • Not share any images without the permission of the owner including photographs or screenshots
Parents are responsible for:	• Working within the guidance as laid out in the Acceptable use agreement for using the internet (p14/15 KEPS planner) • Setting a clear routine with each child using the timetable and the daily learning set in accordance with guidance sent from school regarding timings and expectations • Reading all communications that come out from the school to ensure they are fully aware and up to date with news • Supporting their children to complete the learning set where possible and assist with technology or ask for support from school. • Pupils may be required to download certain software or apps. Whilst these are likely to be relatively safe to use, like any other new app or platform, parents should still implement safety controls as a precaution. • ENSURING LEARNING DEVICES ARE IN PUBLIC SPACES IN THE HOME: It is important to consider where devices are placed if live video is being used. Keep the background neutral, with no personal information visible and move learning devices out of the bedroom as this could be deemed inappropriate. • ENSURING that all communication with teachers and school staff is directed only through the agreed office email addresses.
Screen time being and healthy and active	We ask parents to: • ENCOURAGE SCREEN BREAKS AND PHYSICAL ACTIVITY AWAY FROM DEVICES Remote learning will inevitably require more interaction with computers, laptops and tablets. Teachers will plan physical activities, however, their time online needs to be monitored. Encourage fresh air and exercise. • Keep staff informed us of any concerns about pupil's well being and mental health; learning at home is challenging for all involved. With communication and mutual understanding we can work together to support the pupils in this new way of learning.

As we develop our skills, and review impact, this contingency plan will be adjusted and changed to reflect new learning.

'A foot in the present and an eye on the future'