



**EASTFIELD PRIMARY SCHOOL**  
**REMOTE HOME LEARNING POLICY –September 2020**  
**(Updated February 2022, January 2021 & November 2021)**

### **Introduction**

'Remote Home Learning' refers to the provision of work, teacher support, assessment and feedback from teachers to pupils in the event that daily lessons are unable to be delivered 'face-to-face' as normal.

### **Aims**

Where needed, we will provide consistent, high quality and safe remote home learning that aligns as closely as possible with in-school provision in line with the National Curriculum. We will ensure that pupils unable to attend school remain fully included within our school community. We will provide remote education a) alongside classroom teaching b) in the case of class/year group/whole school lockdown or c) a local lockdown. We will set out expectations for all members of the school community about remote learning.

### **Roles of Responsibility**

Senior leaders are responsible for:

- Co-ordinating the remote home learning approach across the school.
- Informing teachers of children who require remote home learning (in relation to self-isolation).
- Directing parents via SIMs message or phone call to the remote home learning for their child available via the school website / You Tube Channel.
- Monitoring the consistency and effectiveness of the remote home learning before uploading to the school website.
- Monitoring the security of remote home learning systems, including data protection and safeguarding considerations.
- Overseeing the Co-teacher. If the class teacher is unwell and unable to provide remote home learning, then senior leaders will oversee the co-teacher, who will take direct responsibility (this includes if a teacher is off with COVID symptoms).

### **Situations where this policy may apply include:**

- Pupils unable to attend school due to a period of advised self-isolation but who otherwise remain well.
- An extended period of school closure by class, year group, phase or whole school.

### **This policy does not apply in situations such as:**

- A student who absents themselves from school without prior authorisation from the school or illness not related to COVID.
- A parental decision to absent their child/children as a precaution against an outbreak of infectious disease but contrary to official medical advice from Public Health England, the UK Government or the World Health Organisation.

### **Individual Remote Home Learning**

This policy applies in situations where school remains open and working as normal, but an individual pupil is unable to attend lessons as and is otherwise well and able to work due to a period of advised self-isolation or an absence that has been authorised by the school in advance.

### **Whole Class/Cohort/Phase Remote Home Learning**

This policy applies in situations where school remains open and working as normal, but a class or cohort bubble is unable to attend lessons but children are otherwise well and able to work due a period of advised self-isolation or an absence that has been authorised by the school in advance.

### **Whole School Remote Home Learning**

This policy applies in situations where school is to be closed to all pupils, other than key-worker and vulnerable children following advice from Public Health England, the UK Government or the World Health Organisation. Where pupils are in lockdown and are well and able to work, remote home learning will be provided.

### **Remote home learning - the school will provide the following:**

- A curriculum sequence that allows access to high-quality, online and offline resources that are linked to the school's curriculum expectations.
- High Quality video to explain the remote home learning via our Website and You Tube Channel.
- Access to high quality online remote education resources including Purple Mash, Mathletics, Reading Eggs, Charanga / Yumu, TT Rockstars, Lexia, Tapestry etc.
- Printed copies of log on details emailed out to parents. Remote Home Learning and online education resources available to view via our school website.

- Year group timetable included on weekly Maths and English / Foundation Remote Home Learning to help parents to structure their 3-5 hours of home learning.
- Online tools for interaction, assessment and feedback, which the staff have been trained in.
- Printed copies of the remote home learning to be made available upon request, along with an exercise book and pencils, for pupils who do not have suitable online access.
- Access to a government-loaned laptop for pupils who do not have suitable online access or access to a government-loaned device for pupils who do not have suitable online access or access to a device.
- Relevant and differentiated material for children with special educational needs or disabilities (SEND), including those with Education, Health and Care Plans, as well as access to Lexia, a programme to develop reading and language skills.
- Help and support for parents via email, via text and via telephone, as well as via our Inclusion Team.

#### **When teaching pupils remotely, teachers are responsible for:**

- Contacting parents via telephone on day 1 of their child's self-isolation to inform the parent about the remote home learning on our school website / YouTube channel.
- Providing a well-sequenced curriculum, which follows the National Curriculum expectations, so that knowledge and skills are built incrementally, with a good level of clarity about what is intended to be learnt in each subject.
- Providing a copy of the year group timetable available on the remote home learning in order to help parents to structure their day of home learning and ensure an appropriate amount of study time (between 3-5 hours) is met.
- Providing a set of well-sequenced work will be provided for daily Maths and English and foundation lessons. Reception children on the other hand will receive daily Maths and English lessons and learning through play activities that focuses on the prime areas of learning: communication and language, personal, social and emotional development (PSED) and physical development. When work is completed, teachers will expect to see it handed in virtually or given in on the child's return to school.
- Uploading remote home learning to the platform and school website
- Uploading teacher videos that explain the week's learning directly to our school website and YouTube channel (daily videos will only be produced in the circumstance of a class bubble, cohort or whole school lockdown).
- Ensuring that printed copies of the remote home learning are made available upon request from parents for those children who have no access to remote learning or no suitable online access.
- Monitoring pupil engagement with remote home learning. Telephone calls to pupils and parents at least twice per week in order to assess the learning completed through questioning and discussion. We also monitor pupil engagement through participation and motivation levels on our online remote education resources of Purple Mash, Mathletics, TT Rockstars, Charanga / Yumu and Reading Eggs.
- Assessing the child's achievements and progression from work that is submitted or viewing work completed online and setting questions online that children are able to respond to and teachers can reply to. Work can be returned to school via end of day collection points, submitted via phase email or upon the child's return to school.
- Feedback to single children isolating will be via our online apps and via telephone calls with pupils. In the event of whole class, bubble, phase or whole school closure then feedback will be given by individual written feedback containing positive points and areas for development, as well as awarding house points.
- In the event of whole class, bubble, phase or whole school we will adapt teaching in response to questions or assessments. Teachers adjust the pace or difficulty of what is being taught, including, where necessary, revising material or simplifying explanations to ensure pupils' understanding and engagement.
- Securing re-engagement where children are not engaging. Contact will be made with pupils or parents by telephone in order to re-establish expectations.

#### **Parental Responsibility**

It will be a parents' responsibility to ensure the following happens:

- Notifying school of positive COVID cases, as well as isolation needed due to COVID-19 requirements.
- Ensuring children complete all remote home learning tasks and activities following the timetable.
- Checking children log on daily and complete the online tasks set.
- Confirming children are working for the recommended amount of time (between 3-5 hours).
- Supporting SEND children to access their learning using a little and often approach.
- Submitting completed work via email or on return to school after isolation (or via a designated end of day collection points). Screenshots and photos can be taken and emailed as attachments. Our youngest children can also submit photos, videos and observations via our Tapestry app.
- Notifying the school if they do not have internet access from home or do not have access to devices.
- Taking care and responsibility of any government-loaned equipment and signing a user-agreement.
- Notifying their child's phase leader of any remote learning issues by phone or email:

Early phase - Reception to Year 1 – [earlyphase@eastfieldpri.co.uk](mailto:earlyphase@eastfieldpri.co.uk)  
Lower phase – Year 2 to Year 3 – [lowerphase@eastfieldpri.co.uk](mailto:lowerphase@eastfieldpri.co.uk)  
Upper phase – Year 4 to year 6 – [upperphase@eastfieldpri.co.uk](mailto:upperphase@eastfieldpri.co.uk)

**Signed:**

**Date: 17<sup>th</sup> February 2022**

**Review: 17<sup>th</sup> May 2022**