

# Heather Primary School – Remote Learning Plan



This policy was approved by the Governing  
Heather Primary

November 2020

Signed

Caroline Ludlam Co-Chair

Version	Date	Author	Reason For Change
0.1	September 2020	MM	New Policy – COVID 19
0.2	January 2021	No changes	
0.3	March 2022	MM	Changes taking to account new COVID measures
0.4	March 2033	MM	Remove reference to COVID – policy now more general

Review Frequency - annually

Next Review Date March 24

In the event of a class/school closure, Heather Primary School is committed to ensure that learning is continued, and learning in this instance will take place remotely (off site) This plan offers remote learning opportunities whilst also acknowledging that some households have limited access to devices and would require hard-copies of work and

resources. We do have limited laptops that we are able to loan to families if they don't have the required hardware. This policy may not normally apply in the event of short term closures such as inclement weather, power/water issues.

### Software and online platforms

Within all plans, teachers will set appropriate work in-line with our current curriculum, where possible, primarily supplemented by a range of resources provided by Oak Academy and White Rose Maths.

Children will remain in contact with their Class teacher through WEDUC/MS Teams (face to face lessons/drop ins) and WEDUC (to share successes and communications). Work will be shared via WEDUC and those children who are collecting hard copies of their work, they may bring completed copies for their teacher to look at. Parents/Carers may also wish to share successes with all the school community via the school private Facebook Page or Twitter but please do not use these to contact staff directly with any concerns.

Oak Academy has been selected to support remote learning for a number of reasons. The Oak Academy lessons are in-line with our teaching ethos – they encourage the use of retrieval practice, explicit teaching with high quality modelling, and the use of deliberate practice. The online lessons are free to all and offer a recorded taught session so that the children can access physical teaching from a teacher and then access work relating to that lesson within the same website. There are also hundreds of lessons specifically aimed at children with SEND needs and requiring additional support. Class teachers are able to use the lessons in the classroom so children are familiar with the platform. Class teachers will direct families to particular lessons on Oak Academy so that it matches with the curriculum that is being taught in school if they so wish.

White Rose Maths resources may also be used as they are matched to our current maths curriculum model. Children are very used to seeing these resources.

Numbots, and TT Rockstars will all be utilised to support the acquisition and retention of basic core skills.

MS Teams will support school in offering true online learning with the opportunity for the children to communicate with their teacher through live video. We will also be using WEDUC as a 'drop-in' service to receive further support after accessing the resources provided. This will operate on an appointment system similar to parents' evening. Information regarding this will be sent out via the School Office should a whole class need to stay at home.

WEDUC will remain in use as the communication element has already proved to be invaluable. The School Office will notify staff of your message and if necessary, will contact you via phone or TEAMS to share information and offer support.

TEAMS will also be used for assemblies and story times.

Where work sheets are sent home, the children will not necessarily need to work directly on the sheet, their answers/work can be recorded on paper or in a notebook.

**In the event of any form of isolation and loss of learning caused by an infectious disease, parents must understand that engagement in home learning is compulsory, as is the expectation that Heather Primary School makes that provision available and accessible to all. If paper copies of any information sent out to families is required, then please contact the School Office and we will facilitate this for you; however, if your child themselves are too ill to attend, then they should not be expected to engage in home learning and you need to follow the school attendance policy and notify the office, daily, regarding your child's illness as you would if they were attending school normally.**

In preparation for home-learning, parents and children need to receive logins and passwords for the following platforms. They should be in your child's diary -there is a passwords page at the back.

- MS Teams
- TT Rockstars/Numbots
- Read Theory (Y5/6)

## Worksheets and Practical Resources

If an individual child is isolated from school due to being exposed to an infectious disease, they will receive a pack of work the following day, either via WEDUC or a pack copied by school so that children will have immediate opportunity to continue their learning. This will, as much as possible, mirror the objectives covered in school but may look slightly different to the content delivered in school.

If any families require further materials to facilitate their child's learning, such as stationery items then please let us know. We would like all home learning to be completed in the child's homework book as much as possible.

The work packs may be basic skills work that would be relevant at any stage of the year i.e. arithmetic, spelling, reading, writing (with a visual prompt) and handwriting.

## Expectations

Parents will support school by:

- Ensuring the children attempt the activities which have been set
- Making sure children are ready for learning by being properly dressed when interacting on Teams/WEDUC
- Contacting school if their child is unable to access Microsoft Teams
- Contacting their child's teacher, via the School Office, if their child is struggling with any aspect of the remote learning or if there are any questions
- Supporting their child with remote learning. If unable to offer support, due to illness, inform school immediately
- Not share their child's password or usernames of any system used with anyone else
- Informing school if they require paper copies of any remote learning
- Contacting the school if their child is too unwell to complete home learning and follow the normal protocol of phoning daily to say why their child is ill

Children will:

- Be ready to learn and engage with the activities set by the teacher as if they were in class
- Complete the work set, like they would do in school
- Try their hardest to complete learning on a daily basis wherever possible
- Report any technical issues to their teacher as soon as possible
- Notify a responsible adult if they are feeling unwell or are unable to complete the schoolwork they have been set
- Touse TT Rockstars/Numbots daily
- Read/share a story at least once a day

## Remote Learning

Pupils requiring to access remote learning	
Ongoing Support	Safeguarding/SEND
<p>Day One</p> <ul style="list-style-type: none"><li>• All children – complete 20/30 minutes on Numbots/TT Rockstars – the log in should be in your child's diary.</li><li>• Practise spellings - write them in a sentence and complete one other spelling task. See other ideas for spellings here - <a href="https://www.heather.leics.sch.uk/homeworking-worksheets-and-ideas">https://www.heather.leics.sch.uk/homeworking-worksheets-and-ideas</a></li></ul>	<p>School office to contact parents to ensure they have received the work.</p> <p>Parents to keep in contact with school reagrding any concerns</p> <p>If child is entitled to benefit-related FSM, ensure food made available via the school kitchen.</p>

<ul style="list-style-type: none"> <li>• Read your home reader/library book – KS2 children this needs to be for at least 20/30 minutes</li> <li>• PE – How many star jumps, bunny hops, balance on one leg and two footed jumps can you do in 1 minute? Can you hop across the garden on each leg? Can you skip on each leg? Take a 2-minute rest and repeat. Can you beat you first score? Do these 2 times – once in the morning and once in the afternoon.</li> <li>• If possible, all work to be completed in your child’s homework book.</li> </ul> <p>Subsequent Days</p> <p>Using WEDUC, the Class teacher will upload worksheets between 3pm-5pm the day before to allow parents to see the learning materials prior to supporting their child. The teacher will decide what materials are most appropriate for the individual child.</p> <p>If teaching input is required, then teachers may choose to direct pupils to a relevant Oak National Lesson.</p>	<p>If child is vulnerable in any way, the DSL will ensure that appropriate agencies are notified and arrange for regular safe and well checks via a phone call from the DSL (record on CPOMS).</p> <p>If a child does not engage, the Class teacher is to call the parents to discuss obstacles and support.</p>
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A whole class is required complete remote learning due to their being insufficient staff in school	
Ongoing Support	Safeguarding/SEND
<p>A letter will be sent out to parents, setting out the remote learning arrangements and expectations for the period of self-isolation.</p> <p>Using WEDUC, the Class teacher will upload worksheets/TEAMS timetable between 3pm-5pm the day before to allow parents to see the learning materials prior to supporting their child/ren. Teaching assistants, if available, will be able to support the Class teacher in identifying resources and may work with children in 1:1/small groups via TEAMS.</p> <p>If teaching input is required for core lessons, the teacher can either direct the parent to a relevant Oak National taught session or they could use MS Teams to teach directly to the class. Teacher's may also offer a drop-in session daily, via WEDUC, to discuss to provide any learning support. Non-core lessons and resources will be uploaded via WEDUC and may utilise lessons from Oak National Academy.</p> <p>The School Office will facilitate the invite for the drop-in sessions so please ensure that we have an up-to-date email address.</p> <p>If teachers are taking their allocated PPA time, the drop-in sessions and organisation of learning may be facilitated by another member of staff.</p> <p>A pre-recorded or live end of the day 'story' will also be available daily. As may be links to videos we would be using in our school assembly times.</p> <p>Check in phone calls will also be made across the period of isolation.</p> <p>If the class teacher is unwell, Mrs Michalowski along with the support of the Teaching Assistants in that bubble will facilitate the children's learning and be your point of contact.</p> <p>Activities could be shared with school friends by taking photographs and uploaded to Facebook. Work must then be completed in the homework books, which will then be brought back into school at the end of the self-isolation period and feedback given.</p>	<p>If children are entitled to benefit-related FSM ensure food made available through the school kitchen.</p> <p>If any child is vulnerable in any way, the DSL will ensure that appropriate agencies are notified and arrange for regular safe and well checks via a phone call from the DSL (record on CPOMS).</p> <p>Those not engaging with home learning are to receive a phone call from class teacher/Mrs Michalowski to discuss the obstacles and support.</p> <p>Where children would normally receive additional support from SEND agencies, the SENDCO, on her working day, will make arrangements for those to continue via Teams as long as the agencies engage.</p> <p>The SENDCO will share appropriate Oak National SEND lessons with teachers who will disseminate accordingly.</p>

### **Protocols when using MS Teams live**

- Pupils are encouraged to raise their hands if they want to say something.
- Staff will arrange Teams meetings from school or an appropriate space at home during a period of bubble isolation. When a meeting takes place from a staff member's home then the background must be blurred or be a blank wall.
- Pupils meeting should ideally take place in a family space in their house with their door open.
- Pupils should use the mute button to help the teacher/ member of staff and others speak.
- Parents are encouraged to be in the vicinity of the meeting.
- Pupils should be dressed appropriately
- Pupils must not say anything that is unkind to anyone.

Pupil's must not be on any other device or watching television at the same time