Blackthorn Primary School

Remote Learning Strategy – A Parent Guide

Adopted: September 2020

For Review: March 2021

Aims and Principles

Educational excellence in school and at home.

Blackthorn Primary School aims to ensure that learning from home and learning in school offer parity, meaning that all children are in receipt of the same curriculum and no learning is lost. This is calling Remote Learning. It is our intention to provide an effective strategy, and the resources necessary, to proactively support all children who are not able to attend school, to continue their education uninterrupted by circumstances related to Coronavirus. This information below is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education where national or local restrictions require entire cohorts (or bubbles) to remain at home.

Accessing Remote Education

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

Key staff who will support you and your child with remote learning:	Role at the School	What platform will my child need to access for online learning?
Mrs Surynt	EYFS Phase Leader	Tapestry
Mrs George	KS1 Phase Leader	Office 365 - Teams
Mrs Johnson	KS2 Phase Leader	Office 365 - Teams
Mr Stevens	Technical Coordinator	

The Pastoral Team will continue to be available for family support during any period of self-isolation or lockdown. If you have any issue that may be affecting your child's learning from home that is not covered in this strategy, please call the school office and ask to speak to either Mrs Snelson (Lead Family Support Worker) or Mrs Betts (Family Support Worker).

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If my child does not have digital or online access at home, how will you support them to access remote education?

The school will seek to support any family where a child does not have a device or access to the internet. If you need support with technology during a period of self-isolation or a lockdown, please contact the school office.

Resources that can be lent to children to support remote learning:

- A laptop with chargers, prepacked in a laptop bag.
- Keyboards (USB connection) which can be plugged into any PlayStation or Xbox belonging to the child to make it a functioning device to work from.
- Dongles to be organised and set up as required for Broadband access.
- SIM cards for the dongles
- Support via your internet provider

Any items loaned out for the purposes of remote learning will require parents to sign an agreement and all items must be returned to school in good condition once the period of remote learning is complete.

Learning Packs

Every child has a pack set up for the start of the school year. This is used on a day to day basis in school and will be sent home if a child has to self-isolate. If a child does not have their pack at school this can be collected from the school office or, where necessary, it will be delivered to them via a doorstep visit by two members of staff.

The packs will vary depending on their age and year group, however the core contents will usually be as follows:

- An exercise book
- Pencil, ruler, rubber
- Maths No Problem workbook (Yrs 1 to 6)
- Reading book
- RWI book (KS1)

On the first day of your child's absence, you will receive communication from the school office advising what needs to be done and how the school will support you and your child. The pack will then be either collected from the school office or delivered with any IT resources required and the family will have a chance to ask questions.

As soon as the child is able to access the appropriate learning platform, their learning can begin.

If a child is unwell, there in no expectation that they will complete learning from home.
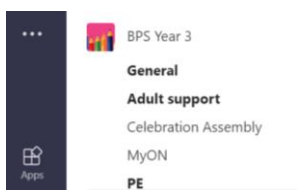
If a child does not engage with their timetabled learning from home, the family will be contacted by a member of staff. Where barriers to their learning are identified, the school will seek to support the family in overcoming these. If a child persistently does not engage in remote learning, a door step visit may be carried out.

Parents are encouraged to phone the school if they have any concerns or difficulties regarding remote learning. Children will be encouraged to email their teacher for support.

How will the school support technical difficulties my child may have?

Mr Stevens is available to support families with technical issues. Please contact the school office if you would like his assistance.

Your will also be able to access support with Office 365 and Teams through a resource bank of 'how to' videos. These can be found in your child's Team as a channel specifically named Online Adult Support.

For example:

How will my child be taught remotely?

The curriculum for remote learning will match that which is taught in school or (in the case of a full lockdown) that which is intended to be taught. It is vital that children continue to make progress in their learning and are able to return to the classroom having kept up with subject knowledge and content.

Daily Routines and Expectations

Children at home need to follow the same diet of learning as those in class. The school will operate different strategies when providing Blended Learning to achieve this aim, depending on the following circumstances:

1. A single child or group of children who may be absent while the rest of the class attends school.
2. A bubble self-isolates including staff. This would include the scenario of a whole school lockdown.

	Scenario	Expectations for how Blended Learning will be delivered…
Key Stages 1 and 2	Individuals self-isolating while the class attends school	Children will register online at 8:45 and join class via live stream on Teams for core subjects. Feedback and support will be given during live lessons. Support staff will check in with children online to ensure they have understood and know what to do during independent activities.

		Independent work may be set in a variety of ways. For example, in exercise books or via the Assignment section of Teams. All work produced in books must be brought into school when returning from self-isolation. The wider curriculum will often be streamed live via Teams; however, some lessons may use Oak Academy. Where Oak Academy is used, these will always match the school's planned curriculum and the ability of the child to access the learning. Children will be invited to the class story via live stream at the end of the day.
	First Day of Bubble Closure / Full Lockdown	- Prepared work is uploaded. - Senior Leaders, the Technical Coordinator and office staff will communicate with parents and ensure access arrangements are in place. - Teachers and support staff will hold one meeting on the first day with the parents and children at home. The primary aim of the meeting is to reassure all involved and setting out the expectations for the days ahead.
	Bubble closure / Full Lockdown	**Register** - All children will be expected to register at 8:45 online followed by joining a Teams meeting with the teacher and support staff. **Online Lessons** – Most lessons will be taught live by the teacher. The link for the live lesson may be sent to your child through a timetable or more commonly through an Assignment. **Differentiation** – Independent work set for children will aim to match your child's ability. Teachers will stay online to offer support after the introduction, so that children can have additional support. Your child may be asked to join a specific small group session so that they can have additional teaching if they require it. **Assignments / Independent Work** - Where possible work will be completed by children in an electronic form so that the teacher can provide feedback and marking. Teachers are encouraged to use the quiz and marking rubrics to make this easier on their workload. **Wider Curriculum** – A range of curriculum areas will be taught in the afternoons, following your child's usual timetable. These will for example art, computing and science. Lessons in the afternoon will be a combination of live lessons and assignments to complete. On occasions Oak Academy recorded lessons may be used. **Class Story** – Every child across the school will have a live story time with their teacher at the end of the day. **Celebration Assembly** will be held on Mondays. These will be a celebration of year group achievements, online attendance and Star of the Week for each class. All work completed in books will be brought to school on return from lockdown to check that standards have been upheld.

SEN	Children with EHCP who are self-isolating	Children with significant learning needs will be provided with additional packs on a regular basis in order to recognise that their learning needs may be more practical. For some children, Tapestry has been set up with parents instead of Office 365.

What happens if your child misses a lesson? (Years 1 to 6)

All live lessons are recorded and children will be routinely set work to do. If your child misses a lesson, they will be able to catch up by accessing the recorded lessons.

Early Years Foundation Stage

Early Years will use Tapestry as a way of providing online support for children's early learning from home. Tapestry relies on parental engagement with the platform, where they will be expected to upload photos, messages and recordings of their child's learning and development.

EYFS Expectations for Parents

The school will set a week's worth of activities at a time. Parents can then support their child with a key activity each day. The school day will be structured in a similar way to the older year groups with a beginning, middle and end. Recordings of stories by the class teacher, Kinetic Letters lessons and phonics will be made available daily for parents to help with this structure for learning. Live streaming will not be used in EYFS as children's concentration levels are still developing and the school wishes to support active engagement between parents and children at home.

Online activities set for children will support children meeting the Prime Areas of learning.

Parents will be expected to upload a minimum of one piece of evidence each day.

Uploaded evidence will be monitored by the EYFS lead and parents communicated with regularly.

Engagement and feedback

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

We expect children to engage with the remote learning every school day, with lessons starting at 8:45am. Lessons will run throughout the school day, but with comfort breaks and time to complete work independently. The school day finishes, as it would in school, with a class story at 2:45pm.

Pupils are expected to -

- Log in every day at 8:45am to start their learning.
- Engage in the live lessons and complete any work set that day.
- Communicate any difficulties they are having to their teacher and parents so that they get the help they need.
- Report any online safety concerns immediately to a parent or teacher.
- Children will be expected to follow the school rules.

Parents are asked to support their child by -

- Create an environment at home where their child can work
- It is parent's responsibility to ensure children complete work.
- Communicate with school if there are any issues around remote learning.
- Return borrowed IT resources to school on the day a child/ren return/s.
- Report any online safety concerns immediately to the school and/or CEOP.

How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

The school uses an application in Teams which allows senior leaders to track every child's time spent online learning. It creates a record on online attendance and your child's efforts with Assignments will also be monitored. If the school is concerned regarding your child's remote learning engagement, a senior leader will contact you to offer support.

Children who do not engage effectively with remote Learning, despite all efforts to engage with a family, will return to school and complete a catch-up program. As all lessons, either live or Stream, are recorded, children will be required to attend Catch-Up club until their learning gaps are filled.

How will you assess my child's work and progress?

Children will have times throughout the day where they can talk with their teacher, who will seek to reward efforts and give verbal feedback on learning.

Children's online learning will be marked in a number of ways:

- Assignments will be marked and returned to your child
- Quizzes are marked and returned to your child

Children who are in KS2 may be asked to reflect on their learning in writing each day. If a child is unable to write, then a parent may comment for them.

Additional support for pupils with particular needs

How will you work with me to help my child who needs additional support from adults at home to access remote education?

Supporting Pupils with SEND

There should be a continued focus on children making progress while at home. Our children still require high expectations of their learning while at home and on each child working towards their targets, whether the target is Greater Depth, Age Related Expected or specific SEND targets.

Children with Speech and Language targets will require work to support these targets. Mrs Foster will be providing online Teams or Zoom therapy sessions for children who have specific speech and language programmes.

Children who have an EHCP will need to continue to work toward the targets set out in their plan. Families will be supported with this by the Inclusion Lead and class teacher.

Supporting Pupils with EAL

Google Translate offers flexible ways in which children and parents can translate into their home language. Children will be given teaching on how to use this tool in school.

The Google Translate APP can be held over a text in a book and it will translate the text to the language selected. This is an ideal support for parents and children when using school text books.

Internet Explorer offers the ability to convert a page to immersive reader. This, then, can be changed easily to another language and even offers to read the text in the child's language to them. This is particularly useful for younger children or those who are new to English.

The school will seek to support parents of younger children with all these strategies. Children will be given opportunities to learn how to translate texts in school.

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Appendix 1

Parent and Child Agreement

Roles, Responsibilities and Online Safety (Children)

Be an Blended Learning Champion by:

- Login to Office 365 every morning at 8:45am for the register and to understand your teachers' expectations of what you are learning and what you need to produce. This will normally be in the form of a timetable.
- When you are working at home make sure you choose a quiet space free from distractions like the TV.
- Keep healthy habits and take breaks away from devices between scheduled lessons.
- You may have a drink at the table, but save eating for when you have breaks and lunchtime.
- Always be dressed in your clothes not your pyjamas.
- Behave as brilliantly as you would in lessons at school.
- Your video mode needs to be **on** for live lessons and meetings. It makes some children nervous if it is turned off and also allows the teacher to see you are concentrating.
- Your child will need to **mute** until they are told by the teacher to unmute.
- Blur your background when on live lessons or Teams meetings.
- Try your best and enjoy a new way of learning!
- Always ask for help if you need it…

Questions related to:	Who to contact?	How to contact?
Your learning…	Class Teacher	Email, posting on the Teams post page or asking during a live streamed lesson or meeting.
Technology …	School Office	01604 407254 (parents need to phone)
If you have a worry…	Headteacher, Mrs Johnson or your class teacher	01604 407254 (parents need to phone) Or Email

Top Tips to Help Your Child in Remote Learning Sessions

Prior to the lesson, set up a learning space. This should be quiet and with a neutral wall behind your child if possible. You may also be asked to 'blur' your background

Make sure your child is dressed appropriately for the lesson

Ensure you are clear when the lessons are happening and be in the room where possible

Children will only be asked to use their school email address and their real name rather than usernames.

Teachers will only use their school email addresses, never personal email addresses or phone numbers

Have the computer on mute when entering the lesson and await instructions

Ensure your child shows respect for the others taking part in the lesson

Make sure others in the household know that your child is doing a lesson so they are not interrupted

At the start of the session teachers will inform your child of what do if they have a question or want to share any information

Encourage your child to make the most of their time with the teacher and encourage your child to complete any tasks set

Roles, Responsibilities and Online Safety (Parents)

Support your child/ren in their learning by:

- Providing an environment conducive to learning (access to technology, safe and quiet space during daytime).
- Engaging in conversations about their learning. Parents of children in Years 1 and 2 are encouraged to join Teams meetings so that they are aware of what their child needs to do.
- Respect that teachers will respond in a reasonable time frame but will not be instantly available.
- Communicate in a way that is respectful to staff who will do everything possible to help.
- Ensure your child fully engages and follows the expectations for Teams meetings and work set; including contacting the school for help if your child is not engaging.
- Support emotional balance by providing ample room and time for reflection, physical activity, conversation, and play.
- Parents to be appropriately dressed while online learning is going on.
- Monitor their access to the internet and the websites they are using. School will only ask children to access learning through Office 365 as a safe portal.
- Contact the school about any barrier to your child's online learning so that support can be given.

Questions related to:	Who to contact?	How to contact?
Your child's learning	Class Teacher	Email
Technology	Online Adult Support (Channel in your child's Team)	A bank of videos that support parents with the basics for Office 365.
	Call the School Office for… **Blended Learning Leads:** Mrs Surynt (EYFS) Mrs George (KS1) Mrs Johnson (KS2) Mr Stevens (Office 365 Ninja)	01604 407254

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Any other issue related to distance learning	Headteacher, Mrs George or Mrs Johnson	01604 407254

What you need to know about how and why we use live streaming and online meetings at Blackthorn Primary School?

As part of our Blended Learning, some lessons will be streamed live for easy access to learning from home.

All live streaming will only be conducted through the school's chosen online platform Office 365, which is password protected.

Children in school will not be seen or identifiable in the live stream as the camera will be directed at the teacher and interactive whiteboard.

Children who are accessing the live lessons from home are only visible on the screen to the teacher and other children who join virtually (not the children in school). This is important for the teacher, as they will be checking the child's learning.

Children who are required to self-isolate will access live meetings on Teams with their teachers.

There will always be two members of staff involved in any Teams lesson or meeting.

All lessons that are live streamed and online meetings held via Teams will be recorded. This is for the following important reasons:

- **Safeguarding Purposes** - To give the highest level of protection for your child online by ensuring the appropriate behaviour of all involved in the lessons and meetings.
- **Catch-Up Learning** - To allow children who miss a lesson, for whatever reason, to watch the lesson and catch up with their learning.

Recordings will be kept for 30 days from the date of recording, after which time they will be deleted.