



Policy Number CHI31

Remote Education Policy

Produced by Childwall Church of England Primary School

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Our Mission Statement

“And the child grew and became strong; He was full of wisdom and God’s blessings were upon Him.” (Luke 2:40)

Our Vision

We strive, with God’s grace, to enable every child to grow academically, socially, morally, spiritually and culturally in the knowledge they are loved by God and are safe and valued within our school community. Our core Christian values are woven throughout our curriculum and wider school ethos to fully prepare each of our children to achieve the highest holistic outcomes.

Our mission statement, “And the child grew and became strong...” (Luke 2:40) embodies our vision and commitment to equip children with the values and tools to enable them to thrive and flourish, embracing both success and challenge, prepared for “life in all its fullness.” (John 10:10)

DOCUMENT STATUS

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Version 1	13 th October 2020	New document approved by Standards & Quality Committee
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1. Statement of School Philosophy

- 1.1. Our children thrive within a culture of high expectation of progress and attainment for every pupil, according to their individual potential.
- 1.2. But, equally important to us is the growth of our children into caring, respectful individuals who embody our core Christian Values of Friendship, Forgiveness, Compassion and Thankfulness.
- 1.3. We believe that it is this combination of academic and spiritual development that truly encompasses our school vision and which leads to our school being such a happy and safe learning environment for our children to develop and grow in.
- 1.4. We fully believe that all children, without exception and without exclusion, are loved by God and should feel safe and valued within our school community.
- 1.5. Our strategy for remote learning is intended to ensure that, when children are required to stay home to self-isolate due to Covid 19, either as individuals or as a full bubble, they still feel engaged and supported in learning and fully included within our Childwall school family.

2. Aims

- 2.1. This Remote Education Policy aims to:
 - 2.1.1. Ensure consistency in the approach to remote learning for all pupils (inc. SEND) who aren't in school due to self-isolation, through use of quality online and offline resources and teaching recordings
 - 2.1.2. Provide clear expectations for all members of the school community regarding delivery of high-quality, progressive, interactive remote learning
 - 2.1.3. Ensure continuous delivery of the school curriculum, in line with the learning planned to take place in school
 - 2.1.4. Support children's motivation, mental health and well-being, and support parents/carers working in partnership with school in their children's education
 - 2.1.5. Consider continued education and training for staff and parents/carers
 - 2.1.6. Support effective communication between school and families
 - 2.1.7. Provide appropriate guidelines for data protection

3. Who is this policy applicable to?

- 3.1. Any child (and their siblings, if they are also attending Childwall CE Primary) who is absent because they are awaiting test results and the household is required to self-isolate
- 3.2. Any child who is absent because a member of their household has symptoms of or has tested positive for Covid 19 and they are, therefore, required to self-isolate
- 3.3. Any child who is considered a close contact of someone who has tested positive for Covid 19 and is, therefore, required to self-isolate
- 3.4. Any child whose 'bubble' is not permitted to attend school because they, or another member of that bubble, have tested positive for Covid 19
- 3.5. Any child who is absent for any other Covid-related reason, if the headteacher agrees that this is applicable

4. Resources to Deliver This Remote Education Plan

- 4.1. Online Learning Platform – Seesaw
- 4.2. Zoom for any live face to face sessions (including for children working 1 to 1 with LSAs)
- 4.3. Use of recorded video and/or voice recordings for explanations and instructions
- 4.4. Year Group pages on school website

- 4.5. Various online teaching and learning resources, including Literacy Planet, Rising Stars Reading Planets, MyMaths, Times Tables Rockstars, Purple Mash, Oak Academy, BBC Bitesize
- 4.6. Text books, either physical or uploaded to children's profiles on Seesaw
- 4.7. Phone calls home, where appropriate
- 4.8. Printed learning packs, where appropriate
- 4.9. Exercise books for children to record work, if preferred/appropriate

5. Home and School Partnership

- 5.1. Childwall Church of England Primary School is committed to working in close partnership with families and recognises each family is unique and, because of this, remote learning might look different for different families in order to meet individual needs.
- 5.2. Childwall Church of England Primary School will arrange an online training session for parents/carers on use of Seesaw and will ensure that guides to using other online materials are accessible on our school website.
- 5.3. Where possible, it is beneficial for young people to maintain a regular and familiar routine. Our teachers will advise and prompt pupils regarding suggested timetable and additional daily tasks to support and reinforce learning.
- 5.4. We encourage parents/carers to support their children to work, including finding an appropriate place to work and, so far as possible, support children with work, encouraging them to work with good levels of concentration.
- 5.5. If parents/carers have any difficulties or questions relating to home learning, we ask that you email homelearning@childwallce.com and a teacher will respond to you as soon as possible.
- 5.6. Any other correspondence for teachers should be directed to the office@childwallce.com account, as normal, since class teachers will not necessarily check the home learning account or Seesaw unless they know a child is self-isolating and working from home.
- 5.7. All children and parents/carers are requested to sign and return an ICT and Internet Acceptable Use Agreement which includes e-safety rules which also apply when children are working on computers for learning at home.

6. Roles & Responsibilities

6.1. Teachers

- 6.1.1. When providing remote learning, teachers are expected to be available between 8.45am and 3.45pm (whilst recognising that, in reality, teachers are working much longer hours than this).
- 6.1.2. 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.
- 6.1.3. When providing remote learning, teachers are responsible for:
 - 6.1.3.1. Setting work**
 - 6.1.3.1.1. Each teacher should plan and allocate work according to the planning arrangements in their own year group
 - 6.1.3.1.2. The work set should follow the usual timetable and the intended learning outcomes for the class, had they been in school, as far as possible
 - 6.1.3.1.3. In the event of the entire bubble isolating, all work will be set and allocated using Seesaw
 - 6.1.3.1.4. If individual children are self-isolating work will be set and allocated using either Seesaw or tasks set on year group page of website. Teachers will

clearly indicate on the year group webpage where work can be found.
Work should be available from the day after we have been informed of absence

- 6.1.3.1.5. Teachers will ensure that all work allocated is appropriate for the children with differentiated tasks and explanations allocated where appropriate
- 6.1.3.1.6. Teachers will ensure that all learning has clear explanations – these will frequently be in video or recorded format

6.1.3.2. Providing Feedback on Work

- 6.1.3.2.1. Completed work should be uploaded to Seesaw for teachers to give feedback
- 6.1.3.2.2. Feedback will be given to individual pupils or to a whole group, in line with our marking and feedback policy

6.1.3.3. Keeping in touch with pupils who aren't in school and their parents/carers

- 6.1.3.3.1. If there is a concern around the level of engagement of a pupil, teachers should advise a member of SLT who will either contact the parent/carer themselves or request the teacher to do so
- 6.1.3.3.2. Teachers are requested to respond to any questions or concerns emailed by parents to the homelearning@childwallce.com account. Teachers are expected to respond to these questions as promptly as possible, within usual school hours
- 6.1.3.3.3. Any complaints or concerns shared by parents/carers or pupils should be reported to a member of SLT
- 6.1.3.3.4. Teachers are expected to report any safeguarding concerns, without delay, to the DSL and safeguarding team, recording concern on CPOMs

6.2. Learning Support Assistants

- 6.2.1. When assisting with remote learning, learning support assistants must be available during their normal working hours
- 6.2.2. 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.
- 6.2.3. When assisting with remote learning, teaching assistants are responsible for:
 - 6.2.3.1. Supporting specific pupils who aren't in school with learning remotely, at the direction of the class teacher or SENCo
 - 6.2.3.2. Providing virtual support via Zoom, if arranged by SENCo or class teacher
 - 6.2.3.3. Preparing resources to support learning as directed by the class teacher

6.3. Subject leads

- 6.3.1. Alongside their teaching responsibilities, subject leads are responsible for:

Considering whether any aspects of the subject curriculum need to change to accommodate remote learning

Working with teachers teaching their subject remotely to make sure all work set is appropriate and consistent

Monitoring the remote work set by teachers in their subject

Alerting teachers to resources they can use to teach their subject remotely

6.4 Senior leaders

- 6.4.1 Alongside any teaching responsibilities, senior leaders are responsible for:
- Co-ordinating the remote learning approach across the school
 - Monitoring the remote learning set and pupils' engagement
 - Monitoring the effectiveness of remote learning
 - Monitoring the security of remote learning systems, including data protection and safeguarding considerations

6.5 Designated safeguarding lead and deputies are responsible for managing and dealing with all safeguarding concerns. See [Child Protection Policy and Procedures](#)

6.6 The SENCo

- 6.6.1 The SENCo is expected to ensure that all children with EHC plans continue to have their needs met whilst learning remotely, and liaising with the headteacher and other agencies to make any required alternative arrangements for pupils with EHC plans
- 6.6.2 The SENCo will identify any children on the Special Needs Register who are likely to need additional support and contact whilst working from home and facilitate the provision of this

6.7 Pupils and parents

- 6.7.1 Staff can expect pupils learning remotely to:
- 6.7.1.1 Complete work to the deadline set by teachers
 - 6.7.1.2 Seek help if they need it from teachers, through communication on Seesaw or asking parent/carer to email homelearning@childwallce.com
 - 6.7.1.3 Complete work to the best of their ability, to the same standard as would be expected in school
 - 6.7.1.4 Upload work to Seesaw for teacher feedback
- 6.7.2 Staff can expect parents with children learning remotely to:
- 6.7.2.1 Make the school aware if their child is sick or otherwise can't complete work
 - 6.7.2.2 Seek help from the school if they need it by e-mailing homelearning@childwallce.com
 - 6.7.2.3 Be respectful when making any complaints or concerns known to staff

6.8 Governing board

- 6.8.1 The governing board is responsible for:
- 6.8.1.1 Monitoring the school's approach to providing remote learning to ensure education remains as high quality as possible
 - 6.8.1.2 Ensuring that staff are certain that remote learning systems are appropriately secure, for both data protection and safeguarding reasons

7. Links with other policies

- 7.1. This policy is linked to our:
- 7.1.1. Behaviour for learning policy

7.1.2. Child protection policy and coronavirus addendum to our child protection policy

7.1.3. Data protection policy and privacy notices

7.1.4. ICT and internet acceptable use policy