



# Remote Learning Policy

January - 2021

## Remote education provision: information for parents

School closures and periods of mandatory isolation during the global COVID-19 pandemic has caused unavoidable disruption to children's learning. At Gaddesden Row we believe it is vital that children continue to have access to a high-quality education when forced to work away from the school site to minimise the long-term impact on their education and wellbeing. It is therefore vital that we work in partnership with parents and carers to provide a robust but flexible home learning system.

### Purpose

- To provide clear guidelines and expectations for parents/carers and school staff
- To increase the engagement and communication between school and home
- To reduce the potential impact of COVID-19 on children's learning

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

**What should my child expect from immediate remote education in the first day or two of pupils being sent home?**

Classwork will be set daily via Google Classrooms and families will be asked to submit work completed daily for teacher feedback. Parents/carers of children in Reception and Year 1 will be asked to submit photos and videos of their children's practical work via Tapestry. Children in all years will continue to receive a daily English, SPAG/phonics and Maths lesson as well as weekly cross-curricular project to incorporate other areas of learning. It is vital that all children continue to read daily to an adult, and where necessary the school will provide online texts or a COVID-safe collection point to support families in receiving additional books.

Teachers will set work which is engaging, high quality and mindful of children's and family needs. We ask parents/carers to support their children in keeping a daily routine and prioritising their child's education and wellbeing during periods of school closures or isolation. Due to safeguarding concerns, 'live' lessons will not be conducted, however teachers will endeavour to use pre-recorded videos, including YouTube links and PowerPoints to make learning accessible to their class.

**Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were in school?**

We aim to teach the same curriculum remotely as we do in school wherever possible and appropriate. However, we have needed to make some adaptations in some subjects. For example, children will be required to use Google Documents to return typed work instead of handwritten.

## Remote teaching and study time each day

### How long can I expect work set by the school to take my child each day?

We expect that remote education (including remote teaching and independent work) will take pupils broadly the following number of hours each day:

<b>Key Stage 1</b>	2 to 3 hours a day of maths, English, topic and phonics.
<b>Key Stage 2</b>	3 to 4 hours a day of maths, English, topic and foundation subjects.

## Accessing remote education

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

All children have access to Google Classroom will be set using this learning platform for year 2 – 6.

For children in Reception and year 1, work will be set using the school website.  
<https://www.gaddesdenrow.herts.sch.uk/>

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

We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

- Families have been identified who require laptops to support home learning and these have been distributed.
- There are some families who require paper copies of work. This is the same work that is set via Google Classroom or the school website and is distributed to families.
- We encourage parents and carers to send photographs of their child's work to the following email addressed: [head@gaddesdenrow.herts.sch.uk](mailto:head@gaddesdenrow.herts.sch.uk) or [admin@gaddesdenrow.herts.sch.uk](mailto:admin@gaddesdenrow.herts.sch.uk) Work is then shared to teachers for marking.

## **How will my child be taught remotely?**

We use a combination of the following approaches to teach pupils remotely:

At Gaddesden Row School, we take the following approaches to home learning children.

- Pre-recorded lessons are completed by teachers and support staff and uploaded to the learning platforms.
- All children have reading books and these can be changed weekly by a member of staff in school.
- Websites that supports the teaching of specific subjects or areas, including video clips or sequences
- Project work is set on a weekly basis when working across the foundations subjects. There are set tasks for children to complete over a given timescale.

## **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?**

Work set for children working remotely will be in line with work set for children learning in school to ensure that children working remotely are not disadvantaged and to support their transition back after their period of isolation. We understand that for some families juggling work and other commitments alongside home learning may be a challenge and aim to work flexibility to support these families, however it is imperative that all work set is completed and returned to school promptly for feedback.

We aim to hold a 'live meet' for children in Reception and Year once a week to celebrate achievement and have live contact.

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

Teachers will provide families with timely support and feedback each day between the hours of 9am and 3.15pm. Children or parents can use the 'Private Comments' tool in Google Classroom during this time to receive direct support from their child's class teacher. Families can also communicate with teachers via email, or request a phone call discussion, using the [admin@gaddesdenrow.herts.sch.uk](mailto:admin@gaddesdenrow.herts.sch.uk) address. Should a message be sent outside of the stated hours, teachers will aim to respond during the next working day.

We ask families who are accessing learning from home to be mindful that their child's class teacher may be continuing to teach lessons in school and ask for patience when responding to remote learning support requests. Where necessary, another member of staff may be used to answer queries and offer support.

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

Feedback can take many forms and may not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others. Our approach to feeding back on pupil work is as follows:

For children in years 2 – 6, written and digital feedback is given daily when work is completed. This feedback is sent via Google Classroom and children can respond virtually to their teachers.

For children in Reception and Year 1, feedback is given via Tapestry where teachers and support staff comment on work on link to EYFS and Year 1 objectives.

## **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?**

We recognise that some pupils, for example some pupils with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with parents and carers to support those pupils in the following ways:

Support staff will continue to support the children remotely under the guidance of their class teacher. This may be offering 1:1 support to identified children or feeding back to parents and carers as appropriate.

Vulnerable children have been identified and these children are attending school 5 days a week. Welfare calls are made to families who require support and this is fed back to SLT and appropriate measures are implemented.

## **Remote education for self-isolating pupils**

Where individual pupils need to self-isolate but the majority of their peer group remains in school, how remote education is provided will likely differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school.

### **If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?**

For children that are self-isolating, they are set the same work as everyone else. This is achieved by using Google Classroom and the school website which is readily accessible to all.

**In the unlikely event of a full school closure where staff are not permitted to enter the school site, if any member of the school community is concerned about the welfare or safeguarding of a child they should send an email to [head@gaddesdenrow.herts.sch.uk](mailto:head@gaddesdenrow.herts.sch.uk) marked URGENT which will be monitored and responded to immediately.**