Vision
With the teachings of Jesus as our guide, we embrace a creative and ambitious curriculum to ignite a passion for learning. We prepare our children for a rapidly changing world by equipping them with critical and creative thinking skills, independence, resilience and respect for our core school values.

Believe to Achieve
'Living life to the full' (John 10:10)

Our School Values:
Koinonia, Trust, Forgiveness, Friendship, Love, Thankfulness, Respect

All Saints' C.E. (C) Primary School

Remote Learning Policy

Aims

This remote learning policy for staff aims to:

> Ensure consistency in the approach to remote learning for pupils who aren't in school due to COVID-19

> Set out expectations for all members of the school community with regards to remote learning

> Provide appropriate guidelines for data protection

1. Levels of remote learning

As a school, we are mindful that there will be different levels of remote learning required during the academic year. Some of these include (in no particular order):

1. Pupils or staff who are COVID symptomatic and awaiting test results

2. Pupils or staff who live in the same house as a person who is COVID symptomatic and awaiting results

3. A child or a small group of children test positive and are advised by the Government helpline to isolate

4. A child has been on holiday and on return needs to quarantine

5. A child has a sibling or family member in the household who has tested positive and therefore needs to isolate

6. A member of staff tests positive for COVID-19 and the Government helpline advises that a child/group of children to isolate

7. A partial school closure due to a number of positive COVID-19 cases confirmed

8. A Local Lockdown

9. A National Lockdown

2. Online (Showbie) Learning

Maths and English learning for the week is posted on Showbie at the start of every week for all learners to access. This means that children can work on the same topics at home as in school, even if they are absent for a short period of time. In the event of a national lockdown, work will be posted daily no later than 5pm.

GGR homework, English learning for the week and spelling posted on Showbie weekly

Maths learning and homework – including tables posted on Showbie weekly

2.1 In the event of a class/bubble closure

In the event of class, bubble or school closure, each year group will be given a weekly timetable. For children in Year 1 to 6 this will include PE, Music, Science, Art, DT, History, Geography, Computing and PSHE. In the EYFS it will reflect all Areas of Learning.

Weekly Learning will be posted that includes maths, English, Phonics, spelling, reading, PE, Music, Science, Art, DT, History, Geography, Computing and PSHE. Where possible cross-curricular learning will be set that makes links across subjects and the EYFs Areas of Learning.

Lessons are also provided via Zoom to compliment work on Showbie;

For Years 1 to 6

3 x English Zoom lessons a week in the event of bubble or school closure. These Zoom will be differentiated three ways, max x 12 children in a Zoom

3x maths Zoom lessons a week in the event of bubble or school closure. These Zoom will be differentiated three ways, max x 12 children in a Zoom

1 x Zoom a week on the wider curriculum

EYFS

EYFS will offer short Zoom sessions, as appropriate, that will include stories, songs and phonics.

IT Support

Laptops and guidance of the use of Showbie and other programmes can be given by school to support access to online learning.

Where there is no way around technical problems/ absence of soft and hardware work can be printed out, text books, reading books and exercise books provided

3. Roles and responsibilities

All Saints' Primary School will endeavour to provide remote learning for any pupil that is not able to attend school due to illnesses and restrictions linked to COVID-19. Providing remote learning for children not attending school, for reasons outside of COVID-19, will be considered on an individual basis.

** Please note, if you choose to home-school your child, they are taken off the school register and will no longer be the responsibility of the school**

3.1 Teachers & support staff

When providing remote learning, teachers will be available within the hours of the school day.

If they're 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.

How remote learning will work

> Setting work:

- o Class teachers will ensure that any child in their class who is unable to attend school due to COVID-19 will have access to remote learning
- o Class teachers will ensure that the amount of work provided will be the same as what the child/children would cover if they were in class
- o Class teachers will ensure that remote learning will be ready to be accessed no longer than 24 hours after school is notified of a child's absence due to COVID-19
- o Class teachers will ensure that work will be uploaded onto the school learning platform Showbie
- o Learning opportunities will cover the skills within the National/Foundation Stage curriculum.

> **Marking and feedback:**

- o All work posted on Showbie needs to be responded to, by the class teacher or the TA, between the hours of 8am and 5pm, Monday to Friday.

> **Attending Zoom meetings:**

- o When attending virtual meetings or recording lessons, suitable professional attire must be worn
- o Teachers must be mindful of their location taking into account background noise and back drops
- o At least two members of staff will be online for Zoom calls

3.2 Pupils and parents

Staff can expect pupils learning remotely to:

> Be contactable during the school day – although consider they may not always be in front of a device the entire time

> Complete work to the deadline set by teachers

> Seek help if they need it, from teachers

> Alert teachers if they're not able to complete work, via Showbie

Staff can expect parents with children learning remotely to:

> Make the school aware if their child is sick or otherwise can't complete work

> Seek help from the school if they need it via Showbie or the school email

> Be respectful when communicating to staff

3.3 Governing body

The governing body is responsible for:

> Working alongside school and its Senior Leaders to ensure that the remote learning is successful.

> Ensuring that they have a full understanding of this policy and systems which have been put in place for remote learning

> Ensuring that staff wellbeing and work life balance is appropriate and staff feel fully supported by the Governing body

> Ensuring that parental concerns and complaints follow the correct procedures and individual contact with parents/carers relating to these is not used

4. Data protection

4.1 Accessing personal data

When accessing personal data for remote learning purposes:

> Teachers will always use school laptops, via an 'At Home Portal' to access contact details via Scholar Pack. A secure log in is required to assess this information and the information is not stored on the hard drive of the device

4.2 Processing personal data

Individual children's emails:

> Each child will be allocated an individual log in to access Showbie.

> Only the child, their parents/carers and class teachers will have access to this

> Any uploaded work, communication and feedback will be via each child's individual Showbie account

4.3 Keeping devices secure

All staff members will take appropriate steps to ensure their devices remain secure. This includes, but is not limited to:

> Keeping the device password-protected – strong passwords are at least 8 characters, with a combination of upper and lower-case letters, numbers and special characters (e.g. asterisk or currency symbol)

> Ensuring the hard drive is encrypted – this means if the device is lost or stolen, no one can access the files stored on the hard drive by attaching it to a new device

> Making sure the device locks if left inactive for a period of time

> Not sharing the device among family or friends

> Installing antivirus and anti-spyware software

> Keeping operating systems up to date – always install the latest updates

5. Monitoring arrangements

This policy will continue to be reviewed across the year.

6. Links with other policies

This policy is linked to our:

> Safeguarding

> Behaviour policy

> Online safety policy