

*'Strive to succeed in the presence of God'*



St Monica's Catholic Primary School  
Remote Learning Provision

January 2021

## **Remote education provision: information for parents**

This information is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education, if local restrictions require entire cohorts (or bubbles) to remain at home.

For details of what to expect where *individual* pupils are self-isolating, please see the final section of this page.

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

A pupil's first day or two of being educated remotely might look different from our standard approach, while we take all necessary actions to prepare for a longer period of remote teaching.

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

Teachers have been asked to upload all work that is being taught within school on Google Classroom, including foundation subjects where possible. If your child is in school when they are sent home, your child will be given at least one activity to complete, which will allow the teacher to upload or email further work.

### **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 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, in physical education and design and technology. The resources or equipment might not be available to achieve the learning outcomes. Teachers will try and adapt lessons to ensure that full curriculum coverage is being taught.

## **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:

Primary school-aged pupils	EYFS & KS1- a minimum of 3 hours. KS2 – a minimum of 4 hours
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## **Accessing remote education**

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

Through Tapestry in Reception and Google Classroom Years 1 to 6. All children have been provided with their log in details. Google Classroom training videos have been emailed to parents.

Where possible an individual training session can be requested where a member of staff will talk through how to access Google Classroom.

### **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:

We take regular audits to ascertain which child does not have access to a digital device. We will endeavour wherever possible to lend a device to a child if school stocks allow.

If we are unable to provide a device or internet access, paper packs of the work will be given to the child. These packs will either be available to collect from the school or in the event of a whole family self-isolating will be delivered to the home.

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

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

Some examples of remote teaching approaches:

- live registration and explanation of the days' learning at 9.15am (Rec-Year 6) 11am and 1.30pm class meet (Years 1-6). This will be via Google Classroom for Years 1-6 and via zoom for Reception.
- recorded teaching (e.g. video/audio recordings made by the teachers or Oak National Academy lessons)
- small group reading sessions using Oxford Owl reading scheme
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences. These may include Oak Academy, BBC, MyMaths, TTRockStars and many others available at no cost to parents.

## **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?**

- All classes will provide an example of a weekly timetable which will show the online learning expectations daily.
- If your child is accessing the learning online, we expect EYFS, KS1 and KS2 to log on by 9.15am each morning and register with their teacher. The teacher will go through the timetable for the day explaining what work needs to be completed by the end of the day to the best of their abilities. These sessions will be saved/recorded so that families can access them at any time. This provides families with the opportunity to complete the work at their own pace, if the timings do not suit.
- Parents are expected to set up learning routines and provide a space for the child to complete their lessons.

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

- If a child is accessing remote learning via Google classroom, teachers will check to see that work is completed and handed in. The teacher completes a daily morning, lunchtime and end of day register to monitor which children are accessing daily meets. Where your child is not engaged, the school will telephone you to find out why.

## **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. Our approach to feeding back on pupil work is as follows:

- Work will be marked (orally or via message/email) on a regular basis. Marking must give feedback and *may* provide opportunities for pupils to respond to this.

## **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:

- The school's Inclusion Manager will be in touch with you to decide together how best to support your child at home. In some circumstances where your child has 1:1 support we will endeavor to set up sessions with this adult to support your child at home.
- Where possible children with an EHCP will attend school on the days that their class teacher is in school teaching the keyworker pupils.
- Wherever possible children with an EHCP will be educated onsite, but the school respects parents' rights to keep their child at home as this is the safest option.

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

Where individual pupils need to self-isolate, but the majority of their peer group remains in school, remote education 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?**

- The child will be sent work to complete in line with the rest of the class, via Google classroom. The teachers may pre-record the instructional part of the lesson.

## **Home Learning at St Monica's Catholic Primary School**

### **What will the home learning experience look like for Reception?**

For Reception they will be using Tapestry to interact with parents and children. Staff will provide daily pre-recorded teaching sessions in addition to the live morning registration zoom meeting, so that the children can engage in lessons with the staff and their peers.

- 9.15 am - Daily morning welcome, singing, register, day/date/weather/season, display of work and phonic focus. During this session an explanation is given regarding the activities set for that day.
- Each day the children are set maths, English, letter formation and a foundation subject (RE, PE, Circle time, Understanding the World, Expressive arts and design, Music,) All lessons are pre-recorded by a reception teacher. Lessons are uploaded onto Tapestry and a task is set at the end of each pre-recorded lesson.

Throughout the day teachers request that children (parents) upload photographs and videos of work that has been set on the pre-recorded sessions onto Tapestry. The teachers provide feedback on all work. Some work is shown the following day at the 9.15am morning registration.

All morning sessions are recorded so that families can access them at any time. This provides families with the opportunity to complete the work set at their own pace, if the timings do not suit.

### **What will the home learning experience look like for Years 1-6 on Google Classroom?**

**9.15** - Live morning welcome, register, morning prayer followed by an explanation of the daily pre-recorded English, maths and additional subject work set for that day. Some more detailed teaching may take place at this session, depending on the lesson.

Timetable of daily additional subjects;

Monday - Topic

Tuesday - Science

Wednesday - RE

Thursday – ICT/ Art or DT (alternate weeks)

Friday- PE/PHSCE

**11am** – Mid morning meet where teaching will take place and time given for the children to ask questions, clarify any queries and share good practice.

**1.30pm**- Afternoon registration where teaching will take place and time given for the children to ask questions, clarify any queries and share good practice.

**During the day (timings to be arranged by individual Class Teacher)** - Teachers, teaching assistants to engage with online reading sessions.

One day a week every class teacher (Rec-Year 6) is in school to teach the keyworker children. On the day that they are in school the 9.15am registration session will be delivered by another member of staff.

Years 1 and 2 – Mrs Roper, Inclusion Manager

Year 3 and 4 – Mrs Costello, HLTA

Year 5 and 6 – Karen Borley, HLTA

**During the week all teachers will have half a day PPA time.** This is to enable teachers to plan, prepare and assess. On these days in addition to the daily pre-recorded sessions there will also be an online pre-recorded music lesson. On the PPA days each class will have their 9.15am registration and Years 1-6 will have one other meet (either 11am or 1.30pm).

### **PPA days**

Monday – Years 4 and 6

Tuesday – Year 1 and Reception

Wednesday – Year 2

Thursday – Years 3 and 5

Throughout the day (9am until 3.15pm each week day) – children can use the ‘chat’ function to ask about the work and the teacher will respond appropriately. This function

should only be used for work related 'chat'. Private messages can be sent using the "chat" function and the school email can also be used for sending questions/queries to class teachers and to raise any concerns.

All work will be uploaded onto Google Classroom and Tapestry the night before each day at 7pm. This is to allow parents to have time to view the work for the following day and to gather any resources that are required.

In the event of teachers becoming ill, arrangements will be made to cover their duties, however, some of the home learning offer may need to be adapted accordingly. This will be planned for on a case by case basis.



# 10 TOP TIPS

## REMOTE LEARNING FOR CHILDREN

Remote learning can be a great way to continue learning outside the classroom, particularly in difficult circumstances. For students, it's the perfect way to ensure they still get the education they need, despite not being at school. However it also requires a level of discipline and careful planning. That's why we've created this guide to help pupils understand different aspects of remote learning and to support them in ensuring their experience is as safe and secure as it can be.

### 1) Treat remote learning the same as classroom learning

Despite being at home, it's important to remember the same rules apply as being in the classroom, particularly in respect of behavior and conduct. Focus on learning and don't get distracted by your surroundings.



### 2) Use classroom language

If you are encouraged to communicate through emails and online messages, don't use shorthand text speak and write as though you would speak in class. Remember to be respectful and polite and avoid posting negative comments or spamming the chat.



### 3) Take regular screen breaks

Whilst remote learning might be an exciting experience to begin with, having prolonged periods of time in front of a screen isn't always healthy. Remember to have regular screen breaks where possible and in your spare time, try to get some fresh air and enjoy other activities away from electronic devices.



### 4) Always conduct video learning in an open space at home

To get the best experience from remote learning, it's important to create the right environment around you. Try to set up a 'mock classroom desk' at home in an open space so parents can supervise if necessary. Avoid bedrooms as this could be considered inappropriate.



### 5) Only communicate through approved school portals and platforms

It's important that you send messages and any pictures or images required for class through approved school channels, such as internal learning portals or approved platforms. This will help to keep your personal information safe and secure.



### 6) Stick to teacher rules and guidelines around online learning

Your school should issue you with guidance around remote learning and the rules to follow. Always maintain classroom behaviour and try to remember that you are in a learning environment and not a social setting.



### 7) Dress in school uniform

As part of your learning environment, try to maintain school uniform/wear. This will help as part of replicating classroom learning in the home. Try to avoid wearing anything too casual as this could be deemed inappropriate for school.



### 8) Don't share passwords or other sensitive information

In order to begin your online lessons or to gain access to learning materials, you may be provided with login details and passwords. In the same way you keep your personal details private, always keep these safe and never share them with others.



### 9) Don't use school platforms to discuss personal matters

It's important to keep your school communication channels separate from your own personal communication with friends and family. Don't be tempted to engage in casual discussions or send images, videos or links via official school apps or platforms that aren't associated with your learning.



### 10) Look after your mental health and wellbeing

Remote learning ultimately means working alone and missing out on daily social interaction with your friends. If you ever feel frustrated, low or sad, it's important to discuss how you feel with your parents or your teacher. Keeping in touch with friends over the phone or on social media can also help to keep your spirits up.



Number 7 – no requirement to wear school uniform, but please dress appropriately.

# 10 TOP TIPS

## REMOTE LEARNING FOR PARENTS

Remote learning can be a great way to continue learning outside the classroom, particularly in difficult circumstances. For parents and carers, the idea of remote learning isn't always straightforward and there can be a number of factors they need to consider, especially around ensuring their children feel comfortable and are familiar with the whole concept. That's why we've created this guide to help parents and carers support their child in getting the most out of their remote learning experience.

### 1) Take an active interest in your child's learning

As a parent or carer, remote learning will be a new concept for your child and there are bound to be a few teething problems to start with. Take an active interest in their learning and help support them wherever they need a helping hand.



### 2) Monitor your child's communication and online activity

It's important to remind your child that despite being at home, the same level of behaviour and conduct exists as if they were at school. Encourage them to remain polite, remember their manners and not to post or send any negative comments just because they are behind a computer.



### 3) Establish a daily schedule and routine

Working from home and trying to learn in a more casual setting that children might associate more with play and a degree of freedom might take a bit of getting used to. Try to stick to a daily routine and use the timetable/schedule that schools have sent home to help children keep on top of their daily learning.



### 4) Encourage screen breaks away from devices

Remote learning will inevitably require more interaction with computers, laptops and tablets. Teachers will invariably advise on screen breaks however it doesn't hurt to keep a check on their time online or encourage them to get some fresh air/exercise.



### 5) Ensure your learning device is in a public space in the home

It's important to consider where your PC or laptop is placed if the video is being used. Try to keep the background neutral with no personal information visible and move learning devices out of the bedroom as they could be deemed inappropriate.



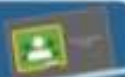
### 6) Implement safety controls and privacy restrictions on apps and software

Dependant on how your school implements remote learning, your child may be required to download certain software or apps. Whilst these are likely to be relatively safe to use, like any other new app or platform, parents should still implement safety controls as a precaution.



### 7) Ensure your child only uses official school communication channels

It's important that all communication with teachers and school staff is directed through approved school channels, whether that be through the school's online portal or the relevant secure messaging site.



### 8) Familiarise yourself with relevant school policies

Schools should have a policy on remote learning and direction that they can share with parents. Familiarise yourself with this and ensure you know what is expected of teachers and your child during lessons, both online and offline.



### 9) Maintain Feedback with teachers

Engage in communication with teachers where possible and try to feedback progress and development as well as any helpful suggestions around the learning process. Be transparent but remain professional and only use official channels to communicate.



### 10) Monitor your child's wellbeing and mental health

Remote learning will likely mean that your child won't get the same level of social interaction and might not see their friends for a while. Keep a check on their wellbeing and try to encourage them to get out as much as you can. Whilst learning from home might seem fun and exciting to start with, missing out on seeing their friends everyday might take its toll.

