

Remote Learning Policy



**September 2024
Reviewed annually**

Remote Learning Policy

Member of staff responsible	John Martin
Governor responsible for this policy	
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Introduction

In preparation for school closure or pupils isolating, staff at Morven Park Primary School will continue to provide education and support to our children using remote learning. All learning will be conducted using Tapestry, Class Dojo, Office 365 Teams apps and the school website. This will allow staff to keep in daily contact in a professional and confidential manner with their class. Teachers will be able to schedule learning in a manner that does not overwhelm our children. Teaching and learning can be tailored, changed and updated as time progresses, allowing for replication of classroom activity to the best of our ability. In all communications we will prioritise the wellbeing of our children.

Flexibility of Learning

We realise that the circumstances that cause our school to close will affect families in several ways. In our planning and expectations, we are aware of the need for flexibility from all sides: -

- Parents may be trying to work from home so access to technology as a family may be limited;
- Parents may have two or more children trying to access technology and need to prioritise the needs of young people studying towards GCSE/A Level accreditation;
- Teachers may be trying to manage their home situation and the learning of their own children;
- Systems may not always function as they should;
- Not every child will have access to adequate internet or technology.

An understanding of, and willingness to adapt to, these difficulties on all sides is essential for success.

Expectation Management

At Morven Park Primary School, we believe that it is in the best interests of our children that we continue to provide structured support to the best of our ability. Bearing in mind the need for flexibility, minimal deadlines will be set. It must be noted that the work children engage in during a period of closure will be part of our current planning and so cannot be considered as optional. Children and parents should consider the arrangements as set out in this document as highly recommended.

Teaching Staff will: -

- Share teaching and activities with their class through the specific year group platform of Tapestry, Class Dojo, Office 365 Teams apps and the school website as stated.
- Provide extra links to applications on the school website (Purple Mash, Mathletics, Times Table Rock Stars, Reading Eggs, Oxford Owl, Fast Phonics etc).

- Continue teaching in line with current, extensive planning that is already in place throughout the school;
- Provide at least three interactive sessions per week with follow-up activities;
- Provide additional material to support children's learning via video (live or recorded teaching videos, online links to websites or other);
- Accept the fact that learning remotely will be more difficult, so tasks will be set in smaller steps to allow for this.
- Keep in contact with children through Tapestry, Class Dojo and Office 365 Teams apps only;
- Ensure all students are trained to log in and use recommended learning apps;
- Immediately contact parents/carers of students that are missing their login details identified from icthelp@morvenpark.notts.sch.uk;
- Reply to messages, set work and give feedback on activities during reasonable hours Monday - Friday, 9.00 am - 5:30 pm;
- Allow flexibility in the completion of activities, understanding that the circumstances leading to our closure/ isolation will affect families in a number of ways;
- Take regular breaks away from the computer or iPad to engage in other professional duties as much as circumstances allow e.g. Policy Development;
- If unwell themselves, be covered by another staff member for the sharing of activities;
- Follow up of messages on the Tapestry, Class Dojo and Office 365 Teams apps during this time will not be undertaken until the teacher is fit to work.
- School website class page for remote learning must be kept up to date with the agreed amount of daily activities for children to complete;
- School website must be uniform with the selected template;
- A standardised amount of learning to be uploaded weekly - please see table in Additional Notes. This can be in the form of a document, game, video, worksheet;
- Immediately contact any parents/ carers that are struggling with or can't access remote learning;
- Provide individual children that are isolating a learning pack to simulate learning at school.

Children will: -

- Be assured that wellbeing is at the forefront of our thoughts and the need for children to take regular breaks, get fresh air, exercise and maintain a reasonable balance between online engagement and offline activities;
- Potentially work a day or two behind what has been shared through Tapestry, Class Dojo, Office 365 Teams apps and the school website;
- Access extra applications outside of their main platform to maintain learning (Purple Mash, Mathematics, Times Table Rock Stars, Reading Eggs, Oxford Owl, Fast Phonics etc).
- Only send messages and queries that are in relation to tasks set by the teacher or in response to questions the teacher may ask them directly;
- Only access the material shared by their teacher and ask for parental permission to use technology for anything beyond that;
- Read daily, either independently or with an adult;
- If school is closed, use time to learn a new skill, follow their own interests to discover more about the world around us or just be creative.

Parents will: -

- Support their child's learning to the best of their ability;

- Encourage their child to access and engage with Tapestry, Class Dojo or Office 365 Teams posts from their teacher;
- Encourage their child to access and engage with resources available on the school website in the Remote Learning section;
- Refrain from screenshotting or copying any information, messages or posts to share on social media or any other platform outside of the Tapestry, Class Dojo or Office Team 365 apps;
- Know they can continue to contact their class teacher as normal through the Tapestry, Class Dojo or Office 365 Teams apps if they require support of any kind;
- Check their child's completed work each day and encourage the progress that is being made;
- Be mindful of mental well-being of both themselves and their child and encourage their child to take regular breaks, play games, get fresh air and relax;
- Be respectful when communicating with teachers during reasonable working hours (Monday - Friday, 9.00 am - 5:30 pm);

N.B. In compliance with Copyright Law and regulations governing the use of photocopiable materials parents must note that resources are for viewing online only on our secure class teams. They must not be printed, photocopied or distributed. The school will not take responsibility for any breach of Copyright Law.

Remote Learning Systems Access Information

Foundation

- In Foundation, teachers will only use Tapestry to send details regarding learning activities for all foundation stage children;
- Teachers will provide at least three interactive sessions per week;
- If needed, teachers should provide live or recorded videos to help pupils access given work;
- Foundation teachers will continue to use Tapestry for assessment, learning journeys, photographs, letters and parental communication;
- If needed, learning packs will be printed so that alternative learning resources are available. These will also be available to download via the school's website;
- Children in foundation have access to additional online learning apps (Reading Eggs, Purple Mash (Mini Mash), Fast Phonics);
- Ensure that weekly timetable and additional learning apps are available on the school website in the Remote Learning section using the standardised format.
- A standardised amount of learning to be uploaded weekly - please see table in Additional Notes.

Year 1, 2 and 3

- In Year 1, 2 and 3, teachers will only use the Class Dojo app to send details regarding learning activities for children and communicate with parents;
- Daily tasks to be available on the school website in the Remote Learning section using the standardised format. Links to these tasks to be posted on Class Dojo.
- Teachers will provide at least three interactive sessions per week;
- If needed, learning packs will be printed so that alternative learning resources are available. These will also be available to download via the school's website;

- Parents should continue to read with their children;
- Songs, rhymes and opportunities to talk should be maximised;
- If required, teachers should provide additional live or recorded videos to help pupils access given work;
- Practical activities such as baking, painting and craftwork should also be undertaken;
- Children in Year 1, 2 and 3 have access to additional online learning apps (Purple Mash, Mathletics, Times Table Rock Stars, Reading Eggs, Oxford Owl and Fast Phonics);
- Ensure that additional learning apps are available on the school website in the Remote Learning section.
- Weekly learning pack will be supplied.
- A standardised amount of learning to be uploaded weekly - please see table in Additional Notes.

Year 4, 5, and 6

- In Year 4, 5 and 6, teachers will only use the OFFICE 365 Teams app to send details regarding learning activities for children, set assignments and provide access to teacher presentations and spellings;
- Teachers will provide at least three interactive sessions per week;
- If required, teachers should provide additional live or recorded videos to help pupils access given work;
- Class e-mail should be used for parental communication;
- If needed, learning packs will be printed so that alternative learning resources are available. These will also be available to download via the school's website;
- Children in Year 4, 5 and 6 have access to additional online learning apps (Purple Mash, Mathletics, Times Table Rock Stars, Reading Eggs, Oxford Owl);
- Ensure that additional learning apps are available on the school website in the Remote Learning section.

Additional Notes

In response to a bubble closure or school closure

Year Group	Learning Pack	Remote Learning
Foundation 1	<p>Weekly learning pack to be distributed to reflect planned work in school.</p> <p>Each day must include:</p> <ul style="list-style-type: none"> - 1 x Phonics / Literacy (+ videos) - 1 x maths (+ videos) - Friday - PSED (+ videos) <p>*Provide individual pupils that are isolating with a relevant learning pack.</p>	<p>Learning pack to be available on school website (where relevant).</p> <p>Daily work to be uploaded to Tapestry only.</p> <p>Videos to support learning to be posted on Tapestry.</p> <p>3 x interactive video sessions per week.</p> <p>Additional links to appropriate online games can be added as an additional to support children's learning.</p> <p>Communicate with parents via Tapestry.</p>

<p>Foundation 2</p>	<p>Weekly learning pack to be distributed to reflect planned work in school.</p> <p>Each day must include: - 1 x Phonics (+ video) - 1 x literacy (+ video) - 1 x maths (+ video) Friday - foundation subjects x 2</p> <p>*Provide individual pupils that are isolating with a relevant learning pack.</p>	<p>Learning packs to be available on school website (where relevant).</p> <p>3 x interactive video sessions per week.</p> <p>Daily work to be uploaded to Tapestry only.</p> <p>Videos to support learning to be posted on Tapestry.</p> <p>Additional links to appropriate online games can be added as an additional to support children's learning.</p> <p>Communicate with parents via Tapestry.</p>
<p>Years 1 - 3</p>	<p>Weekly learning pack to be distributed to reflect planned work in school.</p> <p>Each day must include: - 1 x English (+ spellings), - 1 x Maths, - 1 x Foundation subject (There is no need to add more than stated above)</p> <p>*Provide individual pupils that are isolating with a relevant learning pack.</p>	<p>Learning packs to be available on school website.</p> <p>Daily work to be uploaded to school website and links shared to Class Dojo.</p> <p>3 x interactive video sessions per week.</p> <p>Additional links to appropriate online games can be added as an additional to support children's learning.</p> <p>Communicate with parents via Class Dojo.</p>
<p>Years 4 - 6</p>	<p>Weekly learning pack to be distributed to reflect planned work in school.</p> <p>Each day must include: - 1 x English (+ spellings), - 1 x Maths, - 1 x Foundation subject (There is no need to add more than stated above)</p> <p>*Provide individual pupils that are isolating with a relevant learning pack.</p>	<p>Learning packs to be available on school website.</p> <p>Daily work to be uploaded to the school website and links shared on TEAMS.</p> <p>Additional assignments/ tasks to be added to TEAMS.</p> <p>3 x interactive video sessions per week.</p> <p>Additional links to appropriate online games can be added as an additional to support children's learning.</p> <p>Communicate with parents via class email.</p>

Access to Remote Systems

All school systems for remote learning (Fast Phonics, Mathletics, Times Tables Rock Stars, Purple Mash, Reading Eggs, Tapestry, Class Dojo, and Office 365 Teams) are available 24 hours per day, 7 days a week. Replacement of logins or access codes for parents/ carers can be gained by contacting icthelp@morvenpark.notts.sch.uk.