

# REMOTE LEARNING POLICY



## WHARTON CHURCH OF ENGLAND PRIMARY SCHOOL

COMPUTING LEADER	MRS N KING
APPROVED BY SENIOR MANAGEMENT TEAM	NOV 2021
RATIFIED BY GOVERNING BODY	
LAST REVIEW DATE	NOV 2021
NEXT REVIEW DATE	NOV 2023

## **Introduction**

This policy sets out Wharton C of E Primary School's aims, strategies and protocol(s) for the successful delivery of remote teaching and learning. The policy should be shared and accessible to all stakeholders. This policy should be read in conjunction with other relevant school policies such as: Child Protection/Safeguarding, SEN, Behaviour, Teaching and Learning and Online Safety/E-Safety and SEN. This policy has been developed by the Computing Leader (Mrs Nikki King) in consultation with the Head Teacher and Designated Safe Guarding Lead, and in consultation with the school's governing body. Possible guidance and feedback from consultants, pupil, parent and staff voice questionnaires will continue to help shape this policy. This policy is based on government (DfE) guidance "Guidance for full opening: Schools, August 2020". The full document can be found here

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>)

Due to the pace at which new initiatives and legislation are introduced and updated, it is recommended that this policy is reviewed, at minimum every six months.

## **Our Vision**

Wharton C of E Primary School believes that every child in our care has the right for a rich, fulfilling learning experience that provides them with the skills and knowledge for future life. We believe our remote learning provision, should we require it, should inspire and motivate our children to become lifelong learners. Our remote learning provision shouldn't just be limited to directed teaching time within the school but beyond the school gates, utilising the best technologies to provide this. Our core value, that wraps around our learning intentions, is 'safeguarding for all.' With any technologies, support services and content providers we engage with, we will strive for the very best safeguarding practices to be in place at all times, this extends to staff, governors, pupils, parents and other key stakeholders' use of such technologies. Preventative, proactive and transparent approaches in all that we do to safeguard our school community will underpin any decision-making processes.

## **Our Aims**

In developing our Remote Learning curriculum, we have considered the following as our aims:

- For our pupils to establish a love of reading and accept that this is the key to unlocking knowledge for all subjects.
- Pupils will read and write without unnecessary barriers; they will have a love and appreciation for high quality texts.
- Pupils will develop their skills of reading, writing and oracy, applying them in context and with purpose.
- Pupils mathematical and scientific skill and knowledge will be grow and they will use it to help them make sense of the world.
- For our pupils to have a rich and broad understanding of relevant history and geography and know how this impacts their lives.

- To establish enjoyment, appreciation and a love of the arts: Including the development of musical and artistic skills.
- To foster our Christian values in our pupils' daily lives at school and home.
- Enable the provision for all pupils to access our curriculum through use of technologies not limited to the confines of school.
- Technologies used to support and enhance our curriculum will support all stake holders, fundamentally pupils, but they will also allow teachers and parents to provide the very best learning opportunities for pupils.
- Technologies utilised away from the school will enable pedagogical approaches to continue, where possible, as well as integrating with assessment systems.
- Any technologies utilised will give all stakeholders a safe environment to learn, explore, teach and share.
- All our stakeholders will respect the power and enrichment of the technologies we adopt whilst demonstrating respect for self and others.
- Adequate safeguarding will be applied to all our technologies which will not be limited to just filtering and compliance to government legislation.

### **Our Remote Learning Curriculum**

We will use "School Spider" (our school website) as our platform for Remote Learning.

In the event of remote learning being necessary, we expect our Teachers to:

- Provide daily English, Maths, Phonics (where appropriate) and reading activities that are appropriate for each child, as well as one piece of "topic" work.
- Set work that matches as closely as possible, in terms of length and content, to work that would be provided in school.
- Set appropriate learning activities which can be formatively assessed, and data collected. We will continue to use Target Tracker as our whole school assessment system.
- Continue to follow the objectives outlined on that particular year groups Topic Overview so that objectives are not missed and learning is not lost
- Continue to follow any schemes of work currently in use by school, wherever possible. (For example, Pathways to Write, Letters and Sounds, First4Maths, Purple Mash)
- Utilise a number of different pedagogical strategies and resources, to support all the different learners within their class.
- Upload online lessons and activities on a daily basis to our school website, before 9am on the day the work is to be completed.
- Provide daily feedback to pupils wherever possible, inline with written and verbal feedback that would be given in school. This may often include providing additional questioning or challenge in order a stretch or strengthen a child's understanding of a particular topic or concept and should be individual to the child.
- Continue to provide summative assessments termly, inline with the school Assessment Policy.

In the event of remote learning being necessary, we expect our pupils to:

- Login to our school website daily to access their learning activities
- Fully engage in their remote learning, and be as involved in the process as they are physically at school
- Review their learning and submit comments/dictation or symbols to the class teacher/s setting work.

### **Code of conduct**

Wharton C of E Primary School carefully considers how it procures, delivers and utilises technologies within its school community for use of remote teaching and learning. As stated in our values, everything we do is underpinned by our safeguarding wrap around approach. The statements below will be available in associated school policies and agreements.

Any infringements to the statements below will be dealt with in accordance to our safer recruitment, staff disciplinary, behaviour and whistleblowing protocols. Where deemed necessary and where identified that relevant laws have potentially been broken, we will ask law enforcement and/or external agencies to investigate on our behalf.

Wharton C of E Primary School reserves the right to call upon external agencies/law enforcement at any point they feel necessary, this includes any member of staff should they feel there is adequate ground to bypass school protocols. Wharton C of E School reserves the right to terminate access to any technology, online platforms or services should any infringement/ abuse of service have occurred.

### **Staff & Governors (Teaching, support, senior leaders, peripatetic staff)**

- Every member of staff has a duty of care to our school community. If any abuse, concerns or malpractice is witnessed or believed to be happening, the staff member(s) concern must make immediate contact with the DSL or suitable authority, contingent on circumstance.
- A full incident report must be completed without delay and follow up actions agreed.
- Every staff member must only use technology for the schools intended use "To enhance teaching and learning provision for all".
- All activities must be of valid use and in line with the delivery of providing education to our pupils and parents.
- All staff must keep login details safe and secure at all times.
- Any unauthorised use, loss or other security breach of their accounts of any systems/software used must be reported immediately to the Head Teacher and recorded on our infringement record.
- Content that is shared or transmitted including the use of communication formats such as email/blogs/forums, must have suitable and safe content.
- The following must be carefully considered by staff: Photos/video/other media,

external URL links, content aptness and appropriateness for engaged audience. We strictly forbid images and videos of our pupils being shared on our platforms, whether closed or not, without the consent of parents.

- Copyright material: in regard to copyright materials, it is essential that no member of staff breaks any rules and ultimately this is their responsibility. Uploading and sharing of content from external published materials (audio, video, text, image) is strictly forbidden unless there is an open source agreement or permission from the publishers.
- Sexual, violent, obscene, hate, racist, terrorist or any provocative content or material is strictly forbidden. This extends to sharing political affiliations or memberships of groups. Staff should always maintain neutrality and follow the school's ethos – We all love, respect and care for each other. Staff should be aware that their actions when online should only impact positively.
- Any content that is deemed inappropriate and has infiltrated school equipment/online subscription services or platforms must be reported immediately to the Head Teacher and an incident report completed.
- Staff will not allow others to use their school systems/technology or services and this includes other members of staff, people off site such as family members and friends. The permittance of this constitutes serious misconduct.
- Staff will educate children in their care in the safe use of digital technologies, acting on any online safety issues in accordance with the school's policies (see Safeguarding policy, Computing Policy, and Online Safety Policy).
- Staff use of the school's ICT systems/networks and internet are monitored. It is the staff responsibility that access to data/systems and technology away from school premises must be kept secure and used with specific purpose.
- The school will provide as much assistance as possible with filtering and secure file/data sharing, but this shouldn't be assumed it safeguards all eventualities.
- Staff must never use their own personal private online service subscriptions or software to communicate or share content with pupils/parents. They must only use the services that the school provide to carry out their duties.
- Downloading or installing software, unless permission has been given by the appropriate contact at school, on school equipment constitutes as a breach of use.

### **Pupils and Parents**

- Any login information should be kept secure and utilised by the intended user only. If any login information is misplaced, the school must be notified as soon as possible.
- Unusual or concerning activities, content or communication on the school's systems must be reported immediately to the Head Teacher. The school reserves the right to remove users from the systems if they feel abuse, breach or potential risk to self or others has or may occur.
- All parents and pupils must use the remote learning systems with respect and care and for their intended use as detailed in acceptable use agreements.
- Parents and pupils will be aware that systems are monitored and data can be retrieved for use of crime detection and, where needed, appropriate subsequent actions.
- Sharing of personal information on the systems is strictly forbidden unless

requested and with valid reason. Personal information includes photos and media of children.

### **Inclusion**

At Wharton C of E Primary School, we aim to enable all children to achieve to their full potential. This includes children of all abilities, social and cultural backgrounds, those with disabilities, EAL speakers and SEN statement and non-statemented. We place particular emphasis on the flexibility technology brings to allowing pupils to access learning opportunities, particularly pupils with SEN and disabilities. With this in mind, we will ensure additional access to technology and services is provided beyond the school day. Bespoke digital services and technology for individuals and groups of children are made available that best meet their needs.

### **Monitoring, Evaluation and Feedback**

Monitoring standards of teaching and learning with the curriculum remotely is the primary responsibility of the Head Teacher and Teaching and Learning Leader. All teachers are expected to capture pupil observations and assessment pieces of work using our dedicated systems. Details of monitoring and evaluation schedules can be found in the Teaching and Learning Action Plan and School Monitoring Schedule.