Information about Remote Education
for
Parents and Carers

Whitehouse Primary School

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 where national or 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.

This information should also be read alongside our remote learning policy which can found on our website.

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?

Initially, your child will be sent home with a contingency pack of work - we have contingency packs of work set up as standard with two weeks of basic skills activities to cover any instances of children being sent home. We also have workbooks to complete independently for some children who may need this, in the first instance.

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?

At Whitehouse:

- 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, PE and some science lessons will be adapted for remote learning due to equipment and resource requirements/limitations.

- We encourage more outdoor family orientated learning activities to promote health, mental health and wellbeing breaks for our learners and their families.

- A weekly timetable will be shared that replicates the learning day at school; however, this is for the purposes of establishing some structure and routine for parents and not to add any pressure. Remote learning is not a replica or replacement for school learning and parents should feel able to adapt their learning day to suit the needs of each family and individual circumstances.

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:

Key Stage 1	We have set enough work for **3 hours per day.** (The minimum requirement as directed by DfE) The weekly timetable suggests: Am – 2 hours PM – 1 hour
Key Stage 2	We have set enough work for **4 hours per day.** (The minimum requirement as directed by DfE) The weekly timetable suggests: Am – 2.5 hours PM – 1.5 hour

What can I do to help my child?

- Distinguish between weekdays and the weekend to maintain the separation between school and home
- Designate a working space if possible
- As much as possible, keep to your usual school routines – i.e. get up and have breakfast as usual, get dressed before starting the school work
- Follow the timings on the timetable provided by school to create structure and to ensure everyone knows what they should be doing and when
- Ensure your child has regular breaks and some time for exercise to keep your child active

Accessing remote education

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

At Whitehouse, we use a variety of different online tools and digital platforms:

- To deliver our daily live online lessons we use **ZOOM** as our digital platform. (This can be accessed via an app or the internet. We provide a guide to help and support you setting this up if needed or further help can be provided by our PSA.)

- To set work, mark and offer support and feedback we use a dedicated **'homelearning'** email for each year group/learning group.

- To communicate with parents we also use the dedicated homelearning email as well as telephone calls where appropriate.

- Work set for children includes the use of digital programmes and platforms such as: (usernames and passwords will be shared with children where needed)

  - The National Oak Academy lessons https://www.thenational.academy

  - BBC bitesize lessons https://www.bbc.co.uk/bitesize/this-terms-topics or through the red button on your TV and iPlayer

  - My Maths: www.mymaths.co.uk

  - The maths factor https://www.themathsfactor.com/topics/#T19

  - Lexia: www.lexialearning.com

  - EPIC: www.getepic.com

  - Times Table Rock Stars: www.ttrockstar.com

  - Phonics Play: www.phonicsplay.co.uk

  - Education City: www.educationcity.com

  - Reading KS2: www.readtheory.org

  - Spelling and punctuation: www.spag.com

  - Interactive games: Www.topmarks.co.uk

  - Science investigations: www.explorify.wellcome.ac.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:

If your child/children are unable to access digital/online resources from home, we are able to support you with this in a variety of ways:

- We are able to loan laptops or tablets to pupils where needed using our digital loan scheme. Information to support this can be found in the flow diagram below, on our website or via requesting further information from your child's teacher.

- If you require assistance or information regarding support with internet connection then school can assist via the loan of dongles. Information to support this can be found on our website or via requesting further information from your child's teacher.

- If you require access to printed materials instead of online access, then please contact your teacher via the homelearning email to request this. Packs of work will then be posted or dropped off by staff.

- Completed work can be submitted for marking work via attaching photographs or word documents via the homelearning email or can be collected by school at a mutually agreeable time.

How to request the loan of an electronic device from school
Parent requests need for an electronic device for remote learning to class teacher.
↓
Class teacher informs Miss Holmes who logs and manages the electronic devices.
↓
Class teacher forwards a loan agreement to parent.
↓
Parent completes loan agreement and returns to school.
↓
Electronic device is then logged and released
↓
Parent signs for the device under the terms stated in the loan agreement

How will my child be taught remotely?

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

At Whitehouse, we use a range of approaches to teach pupils remotely and not always through live or recorded lessons. Copies of class timetables and/or visual timetables are provided to guide and support learning at home.

Some examples of our remote teaching approaches:

- live teaching (daily online zoom lessons)
- recorded teaching (e.g. Oak National Academy lessons, powerpoint/video/audio recordings made by teachers)
- printed paper packs produced by teachers (e.g. workbooks, worksheets)
- textbooks and reading books pupils have at home
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences (the main websites used are listed above in the **Accessing remote education** section**)**
- long-term project work and/or internet research activities relating to topic work/study weeks where applicable.

Steps outlining remote learning when a class, or school, has to remain at home due to an outbreak of COVID-19 or a national lockdown.

Class teacher will provide by email weekly timetable of activities
↓
Work pack to be provided with activities as per timetable
↓
Every child to be offered at least 3 and up to 5 online video sessions (via Zoom) per week
↓
Video sessions to last for no more than 30 minutes – target whole/half class or smaller groups (they will never be offered to individual children)
↓
The sessions will give teaching input to help the children tackle the work set for them by covering key concepts
↓
Online sessions will be scheduled at different times enabling households with only 1 device to access

(Please see timetable for possible teaching sessions outlined below)

Online Zoom Teaching Sessions

Day/Time	Monday	Tuesday	Wednesday	Thursday	Friday
9.00 – 9.30	Year 5 Year 6	Year 5 Year 6	Year 5 Year 6	Year 5 Year 6	Year 5 Year 6
9.30 – 10.00	Year 5 Year 6	Year 5 Year 6	Year 5 Year 6	Year 5 Year 6	Year 5 Year 6
10.00 – 10.30	Year R Year 4	Year 4	Year R Year 4	Year 4	Year R Year 4
10.30 – 11.00	Year 4	Year 4	Year 4	Year 4	Year 4
11.00 – 11.30	Year 3	Year 3	Year 3	Year 3	Year 3
11.30 – 12.00	Year 3	Year 3	Year 3	Year 3	Year 3
13.00 – 13.30	Year 2	Year 2	Year 2	Year 2	Year 2
13.30 – 14.00	Year 2	Year 2	Year 2	Year 2	Year 2
14.00 – 14.30	Year 1	Year 1	Year 1	Year 1	Year 1
14.30 – 15.00	Year 1	Year 1	Year 1	Year 1	Year 1

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?

<u>Pupils</u>

Remote learning activities:

- Pupils should complete the work set out by the teacher according to the weekly timetable
- Pupils should have regular breaks and exercise, including outdoor learning opportunities where possible.

During Zoom lessons:

- Pupils should attend all sessions and complete the work set out by the teacher
- Pupils should be dressed appropriately in front of a suitable background during zoom lessons
- Pupils should be in a communal area of the household.
- Pupils should be aware that school codes of conduct still apply and that they should behave sensibly, using polite language.
- Pupils should be aware that their voices will sometimes be muted and at other times they will be invited to speak.

<u>Parents/carers:</u>

Parents should ensure that the pupils are aware of the pupil expectations set out above.

Remote learning activities:

- Ensure that your child engages with, and completes the work set
- Submit evidence of completed work via email as required via photographs, word documents, scanned work etc.
- Share the feedback given by the class teacher with your child
- Ensure that your child takes part in online sessions where they can
- Support your child with regular reading either with you or reading independently or using directed reading activities from their teacher
- Optional (additional to what has been planned and sent from your teacher) – Complete work from other sources e.g. The Oak Academy, BBC bitesize, textbooks and workbooks that have been sent home

During Zoom lessons:

- Parents ensure that the child attends the zoom lessons as timetabled. (See the attached guidance.)

- Parents' set up the Zoom sessions and agree not to make any recordings of the session.

- The child's login name should be their legal name, as they are known in school, to allow for identification by class teacher.

- The content of each session is confidential as are the password and invitation codes.

- A parent must be present/within the vicinity with the child during the session. Other members of the household should not be visible or audible.

- Parents must dress in appropriate clothing and use appropriate language.

- Except for parents of children in EYFS, we request that parents **should not interact** with the session but may contact the teacher via the homelearning email if there are any questions or concerns.

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

- To check pupils' engagement with remote education, class teachers monitor regularly the work submitted via the use of the homelearning email. Teachers also take a register of attendance during the zoom lessons. Engagement is also monitored weekly by team leaders and SLT.

- If engagement is a concern, contact with parents is made via a phone call home at the end of the week (in the first instance). If there is no response or reply from parents, then a follow up email will be sent.

- Should the class teacher still be concerned about pupil engagement following initial phone calls home and emails, then the teacher will inform the PSA and SLT.

- PSA will then follow up with contact via phone calls and a possible welfare visit at home. Should further engagement continue to be a concern, then a formal letter will be posted home. Attendance and engagement or welfare and safeguarding proceeding may then be taken.

- Additional support for pupils with particular needs will be offered

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:

We will assess work through marking and feedback:

- Individual comments and feedback will be given via email about pupils' submitted work

- Written feedback is given at least once a week on the work submitted. This may include praise, team points, next steps and guidance for improvement.

- Feedback may also be offered verbally during zoom sessions.

- Weekly test results for spelling, mental maths and/or arithmetic are collected and recorded by class teachers.

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:

We will always offer additional support for pupils with particular needs including social and emotional support.

Remote education for SEND children includes:

- Printed and bespoke differentiated learning packs, online resources/games, timetable recommendations, daily response records, distance home learning email for daily support and additional challenges and constant contact with class teachers.

- School have provided parents with online access to many interactive and educational websites such as phonics play, Oxford Owl Reading, Education City, Lexia, Top marks maths games, youtube links to doh disco with recipes on how to make playdoh etc.

- Regular school contact via zoom which encourages the practical hands on learning and explorative experiences to mirror what is going on in school.

- Daily zoom calls

- Regular check-ins to ensure additional support is not needed with accessing technology- instructional advice is given on how to access zoom.

- Welfare visits by SENCO and PSA where contact has not been made or further support is required.

- Copies of visual timetables and class timetables are provided to support with routines and consistency.

- Laptops/IPad provided if applicable.

- Children with physical/sensory needs are provided with hands on activities.

Remote education for EYFS children includes:

- Printed packs of work.

- Regular support from class teacher including sharing individual targets for improvement with parent/carer(s) and their STEPS assessments

- Instructional guidance booklets on how to support learning in maths, reading and writing with ideas for learning in EYFS

- Creative and physical activities to promote 'Spread the Happiness project'

- Access to specific online learning lessons and programmes e.g. The Oak Academy lessons and BBC bitesize as well as school suggested websites and apps. (See links above).

- Storytime (and interactive) zoom sessions three times weekly.

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?

If your child is self-isolating, the steps below outline how your child will be educated remotely.

Steps outlining an individual pupil has to isolate due to having the COVID19 virus themselves or their family isolating.
Class teacher will provide by email weekly timetable of activities
↓
Work pack to be provided that follows the class learning with activities as per timetable
↓
Work to be completed if the child is well-enough to do so
↓
Work requiring marking to be submitted via email for teacher to assess at the end of each day (timetable to identify work that requires submitting)
↓
Class teacher to give feedback on work via email
↓
Further work set until the child returns to school