

Remote Education at Yarborough Academy

Policy Aims:

- To outline procedures and practice for staff, pupils and their parents/carers to continue with the academic programme if the school has to close due to advice from the Government and/or Public Health England or similar body.
- To ensure that the partnership between home and school works cohesively to ensure pupil's progression and learning is maintained as well as ensuring communication systems to promote wellbeing during these uncertain times.
- To ensure that all our stakeholders understand the legal duty to provide education for children who are forced to stay at home and that the education is not optional. There should be no need to 'catch up' on children's education when they return as there should be no missed education.



Legal Duty

All Government instructions in this policy are written in blue.

Schools have a legal duty to provide remote education for state-funded, school-age children unable to attend school due to coronavirus (COVID-19).

Schools must provide teaching that is equivalent in length to the core teaching pupils would receive in school. This will include both recorded or live direct teaching time and time for pupils to complete tasks and assignments independently, and will be as a minimum:

- Key Stage 1: 3 hours a day on average across the cohort, with less for younger children
- Key Stage 2: 4 hours a day

Attendance

During the period of national lockdown, primary schools will remain open to vulnerable children and young people and the children of critical workers only. All other pupils should receive remote education. After receiving a very high demand for school places, Yarborough Academy has asked for proof of both parents being critical workers who are not able to work from home. School places have been allocated according to this need. Children who have a social worker and children who are in receipt of an Educational Health Care Plan have been offered a school place. Pupils who are self-isolating should not attend school.

Clinically extremely vulnerable pupils are also advised not to attend school.

Schools should continue to record attendance in the register.

Schools should follow up on absences of the pupils who are expected to be in school but where a parent wishes for their child to be absent, we expect schools to authorise the absence during this national lockdown period. Absence will not be penalised.

Schools should have systems for monitoring and checking, daily, whether pupils are engaging with their work, and work with families to rapidly identify effective solutions where engagement is a concern

Classroom staff will keep a record of daily contact with children. If children are not present on the online platforms then staff will contact home through ParentMail and by telephone. If contact cannot be made with parents, the school will then conduct a home visit to be assured of no safeguarding concerns.

Children who are in school will receive the same education as those accessing from home.

Remote Education

Select a digital platform for remote education provision that will be used consistently across the school in order to allow interaction, assessment and feedback and make sure staff are trained and confident in its use.

We will educate our children through the use of Google Classroom, Google Meet and Zoom. This is used for setting work, uploading videos and website links. Children then upload their completed work using this platform. Teachers and pupils can interact through class comments as well as private comments for communication and feedback purposes. Live interaction will be via Google Meet or Zoom.

Set meaningful and ambitious work each day in an appropriate range of subjects.

Teach a planned and well-sequenced curriculum so that knowledge and skills are built incrementally, with a good level of clarity about what is intended to be taught and practised in each subject so that pupils can progress through the school's curriculum

We will set work covering a broad range of subjects, which are accessible through Google Classroom. We will use the same learning objectives that we would have been using in school according to the year group the child is in. All

work is set out in a weekly timetable (explanation 1) and includes work packs (explanation 2), activity menus (explanation 3) and live lessons with follow up work. Physical activity and well-being sessions will also be included.

We encourage parents and carers to support their child in accessing this work and keep in regular communication with the teacher and support staff during the period of school closure.

All children/parents have access to usernames and passwords and all children were taught how to access online work before the school closure.

Provide frequent, clear explanations of new content, delivered by a teacher or through high-quality curriculum resources, avoiding an over-reliance on long-term projects or internet research activities

We will offer a mixture of live learning sessions and pre-recorded sessions through Google Meet and/or Zoom every day. These sessions will be used to teach new content and explain tasks that have been set. We will also use our subscriptions to Oxford Owl, My Maths, Numicon Online, Times Tables Rock Stars, Duolingo, RWI, Move this World, Lexia and National Online Safety. Other quality platforms that we will access include STEM, Oak National Academy, BBC Bitesize, Twinkl etc.

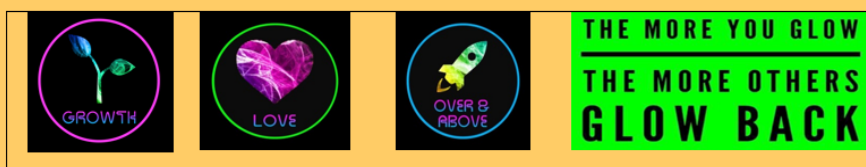
Explanation 1 - Weekly Timetable – this is a timetable that children will follow when not in school. There are set times for LIVE LEARNING sessions.

Example

Weekly Timetable

Even though you can't be with us in person, you are still an important part of our class and we look forward to seeing you in the LIVE LEARNING sessions and seeing the work and photos you upload to Google Classroom. We miss you!

	9am	9.30am	10.45am	11.30am	12noon	1pm	2pm
Monday	Move This World TT Rock Stars	LIVE ASSEMBLY Zoom	LIVE LEARNING Google Meet	Oxford Owl Individual Reading	L	Remote Learning Activity Menu	My Maths or IXL
Tuesday	Move This World TT Rock Stars	LIVE LEARNING Google Meet	LIVE LEARNING Google Meet	Oxford Owl Individual Reading	U	Physical Activity Joe Wicks or similar	Google Classroom Work Pack
Wednesday	Move This World IXL	LIVE LEARNING Google Meet	Google Classroom Work Pack	Oxford Owl Individual Reading	N	LIVE LEARNING Google Meet	Duolingo
Thursday	Move This World TT Rock Stars	LIVE LEARNING Google Meet	LIVE LEARNING Google Meet	Oxford Owl Individual Reading	C	Physical Activity Joe Wicks or similar	Listen to a story from our staff reading list
Friday	Move This World My Maths	LIVE LEARNING Google Meet	10.30am LIVE GLO MO SHOW Zoom	Oxford Owl Individual Reading	H	Google Classroom Work Pack	Remote Learning Activity Menu




Explanation 2 - Work Pack - this is a pack of work that teachers will upload to Google Classroom that is generic and covers a variety of subjects. Children can work through this pack at their own pace. Time for this may be specified on the timetable, or it can be used if a child has finished their other set work.

Explanation 3 - Activity Menu – this is a menu that pupils can choose from suitable for their age group. These are fun and practical activities that are designed to remove the time spent at an electronic device. They include tasks like gardening, baking, playing a board game etc. They can sometimes be project based too.

Example Activity Menu


Activity Menu for Year 4




If your timetable has directed you to look at this menu, please choose an activity which interests you and that you will enjoy. Don't forget to take a picture and upload it to Google Classroom - we would all love to see what you've been doing!

Activity Menu

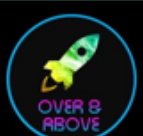
1. Get Mathematical Measure the height of everyone who lives in your house (including your pets). Draw a diagram to show the different heights.	2. Get Baking Choose your favourite recipe to make or cook something for you and your family. Remember, you will need adult supervision when using sharp knives and hot ovens.
3. Get Creative Make a collage to represent something that is important to you.	4. Get Crafty Using old cardboard packaging, make a model of your own choice.
5. Get Dancing Make up your own dance routine to go with your favourite song. Don't forget to video your super moves!	6. Get Playing Play a board game with someone in your family.
7. Get Gardening Go outside and do some gardening. It could be weeding, planting, pruning, raking leaves or digging.	8. Get Acting Write your own mini play script and act it out. Don't forget to use different voices. You could even use different costumes.
9. Get Designing Design and make a paper aeroplane that will travel the furthest. Does changing your design make it go further?	10. Get Scientific What did you have for dinner? Draw a picture of a big plate and then draw what you had for dinner last night. Find out what type of foods you ate e.g. dairy, protein, carbohydrate. Can you find out why your body needs these types of food?



GROWTH



LOVE



OVER 8 ABOVE

THE MORE YOU GLOW
 THE MORE OTHERS
 GLOW BACK

In addition

Assemblies, GLO circles and GLO MO Show will be held weekly. Details of these will be on Google Classroom. One session a week of Well Being work (Presley the Pug) will be delivered by the class teaching assistant. One session a week of Well Being work (Relax Kids) will be delivered by Miss Brewitt. Family nurture sessions – planned time away from screens and connecting family together.

Assessment and Feedback

Use assessment to ensure teaching is responsive to pupils' needs and addresses any critical gaps in pupils' knowledge.

Provide opportunities for interactivity, including questioning, eliciting and reflective discussion.

Enable pupils to receive timely and frequent feedback on how to progress, using digitally-facilitated or whole-class feedback where appropriate.

We will check work uploaded to Google Classroom daily. Feedback will be given to uploaded work. This feedback may be individually, group or whole class. Questioning and discussion will be used during live learning sessions and on Google Classroom.

Assessment of learning will be through:

Analysis of work submitted,

Observations, conversations and questioning during live learning sessions,

Online quizzes,

Online platforms e.g. MyMaths, TTRock Stars, Oxford Owl etc.

Online polls.

Feedback will be given through:

Live learning interactions

Chat functions

Classroom stream

Private messages

Annotated work

Mote voice notes

Extension questions/tasks

Individual phone calls/streaming etc.

Whole class video feedback messages

Parental emails

Provide scaffolded practice and opportunities to apply new knowledge

We will set differentiated work on Google Classroom where necessary. If during a live learning session, support staff may give simplified explanations where necessary. Break out rooms may also be used to help with scaffolding, feedback and differentiation.

Overcoming Barriers

We recognise that some pupils with Special Educational Needs and Disabilities may not be able to access remote education without adult support. In these cases, we will work closely with families to provide a curriculum appropriate to the child's needs. This will be in accordance with our Special Educational Needs Coordinator (SENCO).

Teachers and teaching assistants will be on hand to provide differentiated and individual support for children with additional needs.

Live learning sessions are being provided to take pressure off parents and carers to allow children to be as independent in their work as possible.

For children who cannot access the Live Learning at the specified time, teachers may record their explanation, contact the missing children to offer explanations or send material to them so they do not miss out.

Teacher emails are available to parents so that they can communicate if their child is struggling with their work or may need extra help.

Activities set for younger pupils will take into account the level of support needed and ensure there are plenty of activities that can be completed independently through use of video explanations etc.

Families who struggle to access our online learning offer have been provided with school devices accompanied with a user agreement and signed contract.

We will ensure that there is no requirement for families to print any resources / worksheets.

Although paper packs were used in the first school closure, they are not relevant this time to cover the remote learning requirements. They will only be used when all other avenues to engage the child with the online learning offer are exhausted and will be at the discretion of the head teacher.

It may be that some children who do not engage in online learning, will be offered a place in school, as we will consider them as a vulnerable child. This is at the discretion of the head teacher.

Safeguarding during school closure

- There will be daily check ins for all children by the classroom staff – either through Google Classroom, Google Meet, Zoom or telephone call (using a withheld number).
- If contact cannot be established, the CARE team will be notified via CPOMS and home visits may be conducted.
- Online safety protocols are set up for parents, staff and children for the safe use of Google Classroom, Google Meet, Zoom and Google Email. All monitored by the Online Safety Lead Teacher.
- We will promote online safety and provide advice, guidance and training for staff, students and parents/carers on a regular basis.
- Any inappropriate use of the Yarborough Academy Google email, Google classroom, Zoom and Google meet will lead to the removal of access for the children. All these programmes are continually monitored by Yarborough Academy.
- For any children who are on the Child Protection Register, we have offered a place in school. If this has been declined, or they do not attend when they should, daily details are sent to the local authority to inform relevant social workers.
- Safeguarding spreadsheets are in place to record contact with each child every day. Vulnerable children are identified on these spreadsheets so staff are aware of extra support that may be needed.
- Live learning sessions are recorded for Safeguarding purposes and kept for two months – as per our Acceptable Use Agreement.
- Children can contact teachers via Google Classroom.
- Parents can contact teachers by email using their school email address.
- Parents can directly contact the Headteacher -Mrs Albery (07938663065), the Learning Mentor – Miss Waters (07561611067) and the Behavioral Health Lead – Dr Kate Margaron (07561611263).
- Well-being is supported and promoted by all our staff. In addition, there are regular sessions for the children in terms of Presley the Pug, Relax Kids and community time. For parents and families, there are weekly Pastoral Support drop in meetings, therapeutic interventions, website information and support, as well as being able to contact the CARE team for advice, support or even just a chat.

Expectations

Pupils

- To engage in online learning and complete the work set to the best of their ability
- To communicate in a respectful manner when engaged online
- To be dressed appropriately for live sessions
- To communicate with staff if they have any issues or need help
- To use appropriate topics of conversation and respect each other's comments and points of view
- To follow online safety rules and keep account details and passwords secure
- To understand that if online rules and Academy values are not followed then they may be removed from the live session/chat stream etc. There will then be a follow up phone call to parents to explain why this has happened.

Parents:

- Encourage, motivate and support their child with remote learning
- Help children join live learning sessions and supervise appropriate use
- Remember that this is the child's lesson only and to not have anyone else in view or being heard
- Ensure your child has a daily routine and has an appropriate space to work
- Promote reading daily and provide opportunities to listen to your child read
- Promote daily exercise for your child
- Be aware that live learning sessions are recorded for safeguarding purposes and kept for two months
- Read the regular communication from staff and pass on any relevant messages to their child
- Be aware and understand that remote education is new to us all and school staff are doing the best we can
- Be aware that staff will be setting and responding to work during normal school hours only
- Be responsible for supervising the suitability of their child's online access and communications
- Treat as confidential any information they become privileged to through supporting their child's access to online learning
- Ensure that all communication, streaming, recordings etc. remain confidential to the class it belongs to. Otherwise this is a breach of GDPR, privacy and safeguarding.
- Contact their child's class teacher in the event of any worries or concerns.

Classroom Staff:

- Ensure all children in their class can access Google Classroom and Live learning sessions
- Set work that is accessible, engaging and relevant to their age and stage in the curriculum
- Ensure learning instructions and explanations are clear and precise
- Ensure that online work matches the quality and quantity of work in school
- Provide feedback to the class and individuals including how to progress
- Make adaptations for children's individual needs
- Make assessments of learning that will be useful for end of year assessments
- Ensuring contact with all children in their class
- Promote and monitor online safety
- To follow all safeguarding procedures and code of conduct and ensure all live sessions are recorded
- If a session has to be cancelled a message will be send via Google Classroom and/or ParentMail.

Senior Leaders

- Ensure this policy is upheld
- Train, support and communicate with staff to ensure our remote education is outstanding
- Monitor and respond to all safeguarding issues
- To keep up to date and respond to government guidance

[Identify a named senior leader with overarching responsibility for the quality and delivery of remote education, including that provision meets expectations for remote education](#)

The named person is Mrs Cox.