"With Jesus as our guide; we love, live and learn together."

Providing Remote Education Information to Parents –

Template for Schools (DfE – Jan 2021)

This document has been designed to help share relevant information with pupils and parents or carers about how we will remote education. It is aimed to support understanding of what pupils, parents and carers should expect during periods of school closure or pupil isolation relating to coronavirus (COVID-19).

Further information on how we can support is available on our school website, in the 'Home Learning' section:

https://www.holynameprimary.co.uk/page/?title=Home+Learning&pid=9

1) 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.

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?

If a local or national lockdown announcement is made in advance of school closure i.e. sufficient notice is given, then remote learning will commence the following day. If an announcement is made outside of school hours or not in advance, then home learning will commence on the second day of closure.

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?

During lockdown / bubble closure, the same curriculum is taught in school and remotely.

2) 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:

Early Years	Key Stage 1	Key Stage 2
Nursery: 2.5 hours	Y1: 3.75 hours	Y3,4,5: 4.25 hours

Reception: 3 hours	Y2: 4 hours	Y6: 4.5 hours

3) Accessing Remote Education

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

Remote learning should be accessed via **Microsoft Teams** for **Y1-6**. From there, children will be directed with videos and instructions to support.

To access this platform, click 'Parent Guide To Microsoft Teams' on the 'Home Learning' tab on the school website.

Nursery and **Reception** pupils will have work set via **Evidence Me**. Further information can be found here:

https://www.holynameprimary.co.uk/page/?title=Early+Years&pid=1292&action=saved

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 you are unable to access a device to complete work on:

Laptops may be issued upon request. There is an order of priority of who can access the available devices including Pupil Premium status, SEN status and families with siblings. If you require a device, please email the school office for further information:

headteacher@holyname.sandwell.sch.uk

A form will then be sent for you to complete to explain the reasons why you feel you require a device. If we are able to support you, these will be allocated. This will be based on the quantity available to loan and the number of requests made by families.

If we are able to assist, then a loan agreement between school and home will need to be signed by the parent.

If you do not have internet access:

Please inform school of this issue. In the first instance, we will check your mobile network provider as there is a government scheme which provides additional data allowances by 'hotspotting' through your mobile network provider. To find out if you are eligible, please click here:

https://www.gov.uk/guidance/get-help-with-technology-for-remote-education-during-coronavirus-covid-19

If you are not eligible, then please contact school to check your eligibility for a 4G router. If your circumstances meet the government criteria for disadvantaged status, then school can apply for a 4G router on your behalf. A loan agreement between school and home will need to be signed by the parent.

If you are not eligible for a device or internet access:

If pupils have been unsuccessful with a laptop / internet application, then they will be provided with a paper-based pack which will be returned to school at the end of the lockdown period.

How will my child be taught remotely?

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

Each day, each class teacher will upload a 'welcome' video which will explain the running order for the day (lessons which will be accessed) and other resources which will be used.

- Recorded teaching (video / audio recordings made by teachers) for English lessons.

- Reading Plus (KS2) and Oxford Owl will be used to support reading practice.

- Spelling Shed will be used to support spelling practice.

- Oak National Academy will be used to support maths and science lessons.

- Times Tables Rock Stars (KS2) & Numbots (KS1) will be used for daily mental maths recall.

- My Maths may also be used to support maths teaching.

- All other lessons will be available in Microsoft Teams and you will be directed to the relevant video links / worksheets.

- Printed paper packs produced by teachers (e.g. workbooks, worksheets) if pupils cannot access the internet.

- A weekly assembly (via Microsoft Teams) will take place within classes to reflect on the week / praise pupils who have done something particularly well / and a general check in on pupils well-being.

4) 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?

- Pupils should access their set work from 9.00am onwards Monday – Friday. We recommend that pupils follow the weekly learning overview that we map out for each class on the school website.

  We do understand that it will not always be possible to follow the suggested timings; therefore, pupils complete set assignments throughout the school day to provide flexibility to suit your family needs.

- A weekly assembly will take place for pupils which we would like them to attend. This will allow pupils so interact with their peers and the class teacher.

  <u>TIPS FOR SUCCESSFUL HOME LEARNING:</u>

- **Distinguish between weekdays and weekends**, to separate learning and home life.

- **Designate a working space if possible**, and at the end of the day have a clear cut-off to signal school time is over.

- **Create and stick to a routine**, as this is what your child is used to at school. For example, eat breakfast at the same time each morning and make sure that your child is dressed before starting the 'school' day.

- **Stick a timetable up on the wall** so that everyone knows what they should be doing and when, and tick activities off throughout the day – click here for a blank version.

- **Make time for exercise and breaks** throughout the day to keep your child active.

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

- Work will be checked by class teachers on a daily basis and feedback will be provided to pupils.

  If your child is not engaging with their work, they will have a day to rectify this. Following this, a phone call will be made from school to home to identify any issues which are preventing engagement and provide support.

- A weekly keeping-in-touch phone call will take place for the next three weeks following the initial home-school conversation to ensure engagement is continuing.

- If there are further concerns, home visits will take place.

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:

- Pupils will receive instant feedback through online platforms (such as My Maths / SATs Companion etc.) and daily quizzes and forms which have been set by their class teacher.

- When written tasks are set, pupils will receive a written praise comment to acknowledge the work completed.

- Each week during class assembly, teachers will praise individual pupils and share examples of work completed.

5) 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. All SEND pupils are encouraged to continue to attend school during lockdown periods. If a SEND pupil is not attending school then we will work with parents and carers to support those pupils in the following ways:

- SEND pupils who are not attending school will receive two virtual meetings a week to work through their individual learning targets with a member of our school staff.

- For pupils in Nursery and Reception, remote teaching will take place via Evidence Me. The teacher / teaching assistant will record short video lessons and pupils will then complete a short activity. Learning breaks will also be timetabled to provide to support focus and concentration and provide relaxation.

6) 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?

As a one-form-entry primary school, with limited staff capacity, individual or small groups of pupils who required to self-isolate, but are well, will receive a paper-based work pack which aims to meet the curriculum objectives that would have been taught in school.

This work is to be completed at home and returned to school after the isolation period has ended.

Guidance and support on how to structure the day can be found on the school website via the Home Learning button.

We do not expect pupils to complete work if they are feeling unwell.

7) Communication with School

How can I communicate any queries or concerns to school?

Children are able to communicate with their teachers via their online learning platform (Microsoft Teams / Evidence Me).

Our teachers will do our best to support all our families during this unprecedented time. Therefore, if you have any queries or concerns about your child's home learning, you can email your child's class teacher directly:

y6.homelearning@holyname.sandwell.sch.uk

y5.homelearning@holyname.sandwell.sch.uk

y4.homelearning@holyname.sandwell.sch.uk

y3.homelearning@holyname.sandwell.sch.uk

y2.homelearning@holyname.sandwell.sch.uk

y1.homelearning@holyname.sandwell.sch.uk

rec.isolation@holyname.sandwell.sch.uk

nursery.isolation.support@holyname.sandwell.sch.uk

If you experience any **technical or log in difficulties**, please email:

technical.support@holyname.sandwell.sch.uk

For any other **general school enquiries**, please email:

headteacher@holyname.sandwell.sch.uk