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 if local restrictions require entire cohorts (or bubbles) to remain at home.

This document also details what to expect when individual pupils are self-isolating.

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?

In the case where a child has been sent home from school:

- A private channel for each child will be created, where they will receive a greeting and instructions of how to access and find the learning.

- Clear expectations of the use of the class team and its channels will be communicated.

- A reminder will be posted, encouraging children to check their team page daily.

- Maths (White Rose) and English will be uploaded daily alongside other tasks related to the learning of the week.

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?

- We will teach the same curriculum remotely as we do in school wherever possible and appropriate. However, we may need to make adaptations in some subjects. An example of this is in English, where Talk for Writing skills may be taught through alternative texts that are more suited to remote learning.

Remote teaching and study time each day

How long can I expect the work set by the school to take my child each day?

We expect that remote education (including remote teaching and independent work) will take children broadly a minimum of three hours each day. For the younger children, this can be spread out over the course of the day. For all children, it is important to ensure that a reasonable amount of break time is planned into the day.

Time	Activity Information
9.00am	**Staggered registration and live teacher time** This provides an interactive element which will be delivered via Teams using the 'meeting' function. This is an opportunity for the teacher to welcome the children and set out/explain the tasks for the day. A summary of this explanation will be posted each day in the class's General channel for those who miss the live interaction. For safeguarding reasons, only teachers are permitted to initiate Teams meetings and must be present for the duration of the live online interaction between pupils.
9.00am - 12.00pm	**Core subject learning** Each year group will follow a similar format of completing independent learning set by their class teacher, focussed on the core subjects. Children will aim to complete one English and one Maths activity, based in the 'Assignments' section of their class team, which will be posted in the relevant subject channels. Information on how to view and complete assignments will be shared on Teams and via email. Please make sure children have a healthy break in between the sessions.
12.00pm - 1.20pm	**Lunch break**
1.20 – 3.00pm	**Independent learning** Children will be provided with a choice of topic-based and specialist subject lessons for them to engage with in the afternoon, which will be posted on the relevant channels in their class team. Links to activities will be included in daily general messaging from the teacher.
Between 2.30-3.00pm	**Staggered story time** Teachers will deliver a live or pre-recorded story time for children to enjoy at the end of their school day.
Within the day, children can also access on-line reading session (Bug Club, Oxford Owl), spelling practice, handwriting, independent reading and mental Maths sessions (TT Rockstars or Numbots).	

If there are any issues with accessing the learning, children and their parents will be able to contact their class teacher or teaching assistant, through Teams, during school hours. If parents have any other questions, not related to the learning, they should contact the school office at admin@harrold.beds.sch.uk.

Accessing remote education

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

- In delivering online remote learning, the digital platform that the school uses is Microsoft Teams 365.

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:

- In exceptional circumstances, the school will issue or lend laptops or tablets to pupils. Where appropriate, the school will contact families to arrange this.

- Staff will ensure that printed packs are made available for children who do not have access to digital devices.

- Where parents experience difficulty accessing or using the digital learning platform, parents can email photos or work to the school office.

- We will regularly contact families to ensure that children are managing with the resources received and provide further learning resources.

How will my child be taught remotely?

We use a combination of the remote teaching approaches outlined below to teach pupils remotely.

Children will be taught using:

- Teams (Microsoft 365)

- Word documents

- PowerPoint presentations

- Live teaching (20-minute online introductions to learning)

- Recorded teaching (e.g. Oak National Academy lessons and White Rose video/audio recordings made by teachers)

- Printed paper packs produced by teachers (e.g. workbooks, worksheets)

- Reading books which pupils have at home

- Commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences (e.g. BBC bitesize, Espresso and Discovery, Testbase, Bug Club and TT Rockstars)

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?

Most of the activities/assignments will be scaffolded, this helps in building a sense of independent learning in children.

We expect children to:

- Be available for their registration and check in.

- Complete their learning and submit work by the given deadlines.

- Ask questions and communicate with their teachers or teaching assistants.

- Respond to feedback and act upon next steps in their learning.

- Be independent learners.

- Do their very best.

- Try and 'have a go'.

- Aim to meet the same expectations around presentation at home, as they would at school.

We expect parents to:

- Give their children time and an appropriate workspace that enables them to complete activities and assignments.

- Familiarise themselves with the timetable and the learning required.

- Inform the class teacher if their child will not be present during registration on a particular day.

- Read the transcript for any live presentations missed.

- Not film or screen record any of the live content provided by teachers.

- Support their children during the learning, where appropriate.

- Ask questions about the learning during school times.

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

To check if children are engaging we will:

- Monitor attendance during live lessons.

- Monitor whether children are logging into Teams, viewing their assignments and returning their assignments.

If a child fails to engage with their online learning, teachers and support staff will:

- Contact the child or parent, through Teams in the first instance.

- Inform a member of SLT if there is no response from the child or parent, who will then contact the family via email or telephone.
- Send a letter to parents/carers.
- Inform the EWO (Educational Welfare Officer) or follow the school's Safeguarding procedures.

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. Teachers may use whole-class feedback or quizzes that automatically generate marks alongside many other valid and effective methods. Our approach to assessment and feedback is as follows:

- The school will use the 'Assignment' function in Microsoft Teams to assess and provide written feedback on children's English and Maths work.

- Use quizzes to gauge understanding.

- Children will receive daily feedback on most of their work.

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. 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:

- All SEND children will have their own private channel.

- Each SEND child will have regular individual contact with one or more designated members of staff.

- The 'Breakout room' function of Microsoft Teams meetings will be used to facilitate designated staff supporting SEND children during live lessons.

- Where possible, we expect parents to be available to support their child on Teams and work collaboratively with teachers delivering remote learning.

Remote education for self-isolating pupils

Where individual pupils need to self-isolate, but the majority of their peer group remains in school, the remote education provided will be in line or similar, where appropriate, with the curriculum being taught in class.