

Beamish & Pelton Federation Remote Education: Information for Parents

January 2021

Context

There is an expectation that every school has a robust home learning offer for all children should they have to self-isolate or should a year group, bubble or whole school have to be sent home. There is also an expectation that schools keep a tight track of what children are doing at home and how they are managing with this home-learning.

The following is guidance for parents/carers based on what we believe will be the most beneficial activities for your child to help them to “keep up” whilst also following our school curriculum as closely as possible.

If an individual child or a small number of children need to isolate

Parents/Carers are requested to:

- inform school as soon as the child needs to isolate
- inform school of any test results as soon as possible, the same day
- inform school on the first day of absence, if they do not have any access to Wi-Fi or mobile data
- access remote learning resources immediately, on the first day of absence
- ensure work is completed according to the class timetable
- contact school if they have any concerns relating to the work provided
- submit / hand in the completed work in the agreed way
- inform school when the child will be returning

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?

The Federation will endeavour to ensure that remote education provision will be made available immediately and we will endeavour to:

- ensure that all children understand how to access the school's online learning platform (age appropriate) and support any parents/carers who struggle with this.
- provide login details for our communication system (Teams & Class Dojo) and ensure all parents/carers are able to access it and login. School will provide parents/carers acceptable use guidelines for this.

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?

Our Federation will endeavour to:

- teach the same curriculum remotely as we do in school wherever possible and appropriate
- provide a curriculum sequence that allows access to high-quality online and offline resources and teaching videos that are linked to the school's curriculum expectations
- give access to high quality remote education resources
- work with families to deliver a broad and ambitious curriculum
- set assignments so that pupils have meaningful and ambitious work each day in a number of different 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
- provide at least 3 hours of remote education to pupils in Key Stage One
- provide at least 4 hours of remote education to pupils in Key Stage Two
- signpost families to online, high quality lessons, videos and resources
- ensure all resources and lessons provided, link to current curriculum objectives within their classroom
- provide paper-based resources for all subjects / maths and English / foundation subjects, if necessary

If one or more class bubbles need to close, or if the whole school closes or goes into local/national lockdown, the school will fulfil all of the above criteria and in addition:

- adapt upcoming lesson provision based on the children's work submitted the previous days
- review the remote learning provision for foundation subjects e.g. providing school created videos

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:

Foundation Stage	Between 1-2 hours
Key Stage 1	3 hours
Key Stage 2	4 hours

Accessing remote education

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

- Staff will ensure that all children understand how to access the school's online learning platform (age appropriate) and support any parents/carers who struggle with this.
- School will provide login details for our communication system (Teams & Class Dojo) and ensure all parents/carers are able to access it and login. School will provide parents/carers acceptable use guidelines for this.

If my child does not have digital or online access at home, how will you support them to access remote education?

It is expected that children will access most of our remote learning through our online provision. If parents/carers do not have access to an electronic device, we expect them to inform school and we will endeavour to provide a suitable device for the duration of their child's absence.

We take the following approaches to support those pupils to access remote education:

- We have a number of devices available to loan to families who do not have access to a suitable device. For further information please contact the headteacher / class teacher / main school office.
- We have a number of SIM cards / routers / dongles available for educational data which can be loaned to families.
- If needed, pupils can access printed materials if they do not have online access. If this is the case, pupils will submit work to their teachers and receive feedback, in person, following the period of isolation.

How will my child be taught remotely?

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

- recorded teaching (e.g. Oak National Academy, Bitesize, RWI and White Rose lessons, video/audio recordings made by teachers)
- printed paper packs produced by teachers (e.g. workbooks, worksheets)
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences

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?

Parents should endeavour to support children's remote learning by creating a positive environment for their child to learn, for example:

- Distinguish between weekdays and weekends, to separate school life and home life.
- At the end of the day, have a clear cut-off to signal school time is over.
- Create and stick to a routine.
- Provide the correct equipment in order for your child to complete the work given.
- Designate a working space if possible.
- Make time for exercise and breaks throughout the day to keep your child active.

- Reinforce the importance of children staying safe online.
- Be aware of what your child is being asked to do, including: sites they will be asked to use and the school staff your child will interact with.
- Emphasise the importance of a safe online environment. Set age-appropriate parental controls on digital devices and use internet filters to block malicious websites. These are usually free, but often need to be turned on.
- Encourage your child to work to the best of their ability and praise their efforts.
- Encourage and support children to access remote education daily.
- Encourage and support children to keep up with the work set by school each day.
- Contact school if they are experiencing problems with accessing remote education.

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

If an individual child or a small number of children need to isolate, the school will endeavour to:

- check children's engagement with remote education daily
- contact parents where there is a concern regarding engagement with remote education

If one or more class bubbles need to close, or if the whole school closes or goes into local/national lockdown, the school will fulfil all of the above criteria and in addition:

- respond to parents' messages (that confirm to the messaging protocol) within school working hours 8:30am – 4:30pm
- contact parents/carers who do not have access to the internet (or mobile data), weekly
- contact parents/carers following no work submission or contact through messaging.
- provide welfare calls when necessary (if the closure exceeds two school weeks)
- operate timely reward systems to celebrate home achievements

How will you assess my child's work and progress?

If an individual child or a small number of children need to isolate, the school will endeavour to:

- provide individual feedback of work submitted via the online learning platform
- provide individual feedback on paper-based work via telephone call / on return to school
- provide access to digital learning platforms that provide automatic bespoke feedback
- assess children's understanding of remote education / key knowledge and skills covered on return to school. (This can be done using a variety of methods including written feedback on submitted work, using quizzes, meeting with teaching staff to discuss learning)

If one or more class bubbles need to close, or if the whole school closes or goes into local/national lockdown, the school will fulfil all of the above criteria and in addition:

- provide individual feedback of work submitted via the online learning platform

For those without internet access:

- where possible, pupils will receive feedback on their work via a pre-arranged telephone call
- pupils will submit work to their teachers and receive feedback, in person, following the period of isolation

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:

- if necessary the SENCo will contact individual families to discuss a bespoke approach for your child
- your child's class teacher / the Teaching Assistant who supports your child / school will make contact, via telephone in the first instance, to discuss a bespoke approach for your child
- your child may receive a bespoke paper-based pack of learning materials
- your child / family will receive regular phone calls/contact via Class Dojo from their class teacher/SENCo

Remote education for individual 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. We have endeavoured to provide information regarding this above. If you require any further information, please do not hesitate to contact your child's class teacher / the main school office / the headteacher.

Further Support Available

If parents have any questions or concerns about remote learning, they should contact the following:

Issues in setting work – contact the relevant class teacher via Class Dojo email the school office

Issues with behaviour – contact the relevant class teacher / School & Family Worker via the school Office or Class Dojo.

Issues with IT – contact the school office

Issues with their own workload or wellbeing – contact the School & Family Worker

Concerns about data protection – talk to the Data Protection Officer. Mrs Russell

Concerns about safeguarding – talk to the Designated Safeguarding Lead, Mrs Telfer, Mrs Russell or Mrs Stavers.

While we will endeavour to implement the steps outlined above, there may be circumstances beyond the control of the school that could impact on provision. For example, levels of staff absence or temporary technical difficulties.

Dear Parent / Carer

TERMS AND CONDITIONS FOR USE OF SCHOOL DEVICES AT HOME

As part of the schools response to remote education during the pandemic we are pleased to be able to offer a device to your child to support their home learning. As the device will be at your home the filtering and monitoring systems will not be as comprehensive as the school ones. If a child or adult in school accidentally tries to view something inappropriate in school it is blocked and a message is sent to the head teacher!

To keep your child safe please :-

- Supervise your child when they are using technology. This will help them not only to stay safe but to support them with their learning.
- Ensure that the home broadband is filtered. The best way of doing this is to follow the instructions on this website <https://www.internetmatters.org/parental-controls/broadband-mobile/> (*Google Internet Matters and follow the links to parental controls*) This will reduce the chance of children stumbling across adult content.
- Don't put in any account details linked to your family personal finances (Netflix, Credit Card, PayPal etc...) as it would be difficult to guarantee that details would be wiped if the device was reissued.
- A good child friendly search engine is <https://swiggle.org.uk/> this almost always comes up with useful results with less undesirable content.
- If you have any questions please contact XXX. If you have any questions or concerns relating to the safety of a child then please contact (DSL Contact Details)

In order to use this at home parents/carers must agree to the following:

- The equipment detailed belongs to XXX School.
- The equipment is for the sole use of the child/children to whom it has been allocated.
- Parents/ carers are responsible for the safe storage and transportation of the equipment when outside of school premises.
- Portable Appliance Testing (PAT) Testing is the responsibility of the school and the equipment might need to be returned for a test. We will advise you if this is required.
- The loan period will depend on the length of the school closures, the equipment will need to be returned when requested by the school.
- The school is not responsible for the costs of data and broadband. Some educational sites are now available without incurring a data charge.

If you would like to use this at home and are willing to abide by the terms of this agreement, please sign the enclosed form and return to XXXXX

TERMS AND CONDITIONS FOR USE OF SCHOOL EQUIPMENT

Child/Children's name XXXXXXXXX

Details of device loaned: (Inc Serial No)

In order to use equipment at home parents/carers must now agree to the following:

- This form is an agreement between parents/ carers and XXX school to be completed when equipment is loaned for home to support learning during the pandemic.
- The equipment detailed belongs to XXX school.
- The equipment is for the sole use of the child/children to whom it has been allocated.
- Parents/ carers are responsible for the safe storage and transportation of the equipment when outside of school premises.
- Portable Appliance Testing (PAT) Testing is the responsibility of the school and the equipment might need to be returned for a test. We will advise you if this is required.
- The loan period will depend on the length of the school closures, the equipment will need to be returned when requested by the school.
- The school is not responsible for the costs of data and broadband. Some educational sites are now available without incurring a data charge.
- Parents are responsible for the safe use and supervision of the equipment when used at home.

For Parent/ Carer use:

I would like XXX to use the device at home and am willing to abide by the terms of this agreement.

Parent/Carer name:

Signature: Date:

Please sign and return the completed form