



St Vincent's Catholic Primary School:

Provision for remote learning during outbreaks

To love, serve and learn as Jesus shows us



Office 365 Education
Enhancing collaboration and productivity



OAK
NATIONAL
ACADEMY



Come and See



Spelling Shed 

MathShed

Remote learning will be provided using Tapestry in Reception and Microsoft Office 365 Education in Years 1 – 6 as follows:

If a child has tested positive:	<ul style="list-style-type: none">• If a child is well, work will be provided following a positive test result• If a child is unwell, parents must notify school via the school office (telephone or email). Children will only be expected to engage with online learning once they are feeling better, if still required to isolate
If a child / group of children has to isolate due to contact with someone who has tested positive	
If a child has to shield following medical advice due to underlying health issues	

Information available on the school website:

- Overview of coverage across the year in all subjects for each year group
- Progressions of knowledge and skills for each subject area
- Year group progression maps for reading, writing and maths
- Termly overview for Come and See (RE)
- Knowledge organisers for blocks of learning across the wider curriculum
- Timetable for the school day

This will enable us to offer remote learning which:

- Links to our school curriculum
- Is broad and balanced
- Makes use of high quality online and offline resources
 - Resources being used in school
 - Oak National Academy lessons and resources which are consistent with the curriculum being taught in school
 - Printed textbooks, workbooks and texts
- Enables interaction with, and assessment and feedback from teachers in school
- Meets the needs of children with SEND through differentiation and work linked to personalised targets

When teaching pupils remotely, we will:

- set learning which mirrors what is being taught in school so that it is well-sequenced, builds knowledge and skills incrementally and provides coverage equivalent to that in school
- Provide daily learning activities which are meaningful and ambitious across all subjects
- Provide frequent, clear explanation of new content, delivered by a teacher in school or through high quality curriculum resources and/or videos
- Monitor how well children are progressing through learning set
- Adjust pace or level of challenge in response to assessments and monitoring
- Provide opportunities for daily contact with teachers either via email and messaging or video calls
- Not rely on long-term projects / internet research-based activities
- Supplement resources provided by teachers and contact with teachers, with Oak National Academy lesson videos and resources which link to the curriculum coverage in school

Communication:

- Children can contact their teacher via email or the “chat” facility on Microsoft Teams when working remotely
- Staff will endeavour to respond as quickly as possible to communication from the children, however where some children are in school and some are learning remotely, teachers will only be able to respond when they are not teaching. In these circumstances Teaching Assistants may respond to children.
- Responses from staff will be made during normal working hours – if communication is outside these hours, please do not expect a response until the following day
- Parents or children should contact their class teacher as soon as possible if schoolwork cannot be completed or there are any issues.
- Children will have verbal contact with their class teacher at least once per week as outlined below.
- Routine, wider school communication with parents will continue to be through ParentPay and the school website.

Safeguarding:

- The Safeguarding Team will identify ‘vulnerable’ pupils (pupils who are deemed to be vulnerable or are at risk of harm) via risk assessment prior to the period of remote learning.
- A member of the Safeguarding Team will arrange for regular contact to be made with vulnerable pupils, prior to the period of remote learning.
- Phone calls made to vulnerable pupils will be made using school phones where possible.
- All contact with vulnerable pupils will be logged and suitably stored in line with the Data Protection Policy.
- The Head Teacher will maintain contact with vulnerable pupils’ social workers or other care professionals during the period of remote working, as required.
- All members of staff will report any safeguarding concerns to the DSL immediately.
- Pupils and their parents will be encouraged to contact their class teacher if they wish to report safeguarding concerns, e.g. regarding harmful or upsetting content or incidents of online bullying.

Absence of children:

- If your child is unwell during a period of remote learning, this should be reported every day to the school office, following normal procedures, by telephone or email.
- This information will be passed to relevant staff so that it can be noted that your child will not be completing remote learning for that day and will be absent from any planned video communication.
- Absence will be monitored, and where concerns are raised, this will be followed up.

Absence of staff:

- If a member of staff is absent due to illness, another member of staff will cover their lessons.
- In the event of limited staff members being able to fulfil the home learning expectations, parents and carers will be informed of adaptations needed to the provision based on the number of staff who are available.

3 tiers of online remote learning

Class based learning supported by online homework

All children are in school engaging in face-to-face teaching
Homework set and returned online (see below)



Class based learning for most children, with some children learning remotely

Provision:

- Children learning remotely will engage with tasks set online which mirror the learning taking place in school using a combination of resources provided by the class teacher and other resources as outlined below.
- Homework set and returned online for all children (See below)

Feedback and support:

- Staff (Class Teacher or Teaching Assistant) will support children's learning by giving feedback on work returned, and via telephone and email / messaging within normal working hours



Whole class / school remote learning

Provision:

- Work and sessions published will ensure that children have access to the full curriculum.
- On a daily basis children should complete: reading (1 hour), writing (1 hour), maths (1 hour) and 15 -20 minutes basic skills practice (spelling shed / maths shed for Years 1 - 6)
- Each week, children will also complete: RE / history, geography or science / art or DT / music / PE / computing / PSHE
- *We understand that learning may not take place during normal school hours, however we have a duty to monitor that children are engaging in learning that is equivalent to a normal school day.*
- **Reading (/ phonics in KS1):** On a Monday, the reading / phonics session will be a live whole class session. Follow on activities will then be set daily for the remainder of the week, and adapted based on work completed and returned.
- **Writing:** Teachers will share a recorded or live lesson once per week in which they model the skill being taught that week. This will fit into the sequence of learning as appropriate so will not necessarily be shared on the same day each week.
- **Maths:** Oak Academy / White Rose recorded lessons will be shared daily as required, along with differentiated activities set by the class teacher.
- **RE:** Come and See lessons will be published for the week.
- **Other curriculum areas:** Learning will be published for the week, using Charanga (music), Oak Academy, BBC Bitesize and resources produced by the class teachers
- If whole school lockdown is required, a weekly assembly will also be recorded and shared

Feedback and support:

- Based on work returned, teachers will group children based on next steps and feedback to be given.
- On day 3 of each "week" of remote learning, teachers will meet via video call with groups of children.
- These groups will be sent a link to a live feedback session where the teachers will:
 - Model/demonstrate new or key concepts in Reading, Writing and Maths based on assessments
 - Answer any questions
 - Address any issues / common misconceptions
 - Set up the next steps of learning for the remainder of the week
- Teachers will also be available to support learning via email / messaging within normal working hours each day

Children with SEND:

- Work will be set linked to class learning as appropriate, but differentiated to meet a child's individual needs and targets. Where differentiated whole class learning is not appropriate, alternative work will be set linked to a child's Support Plan.

E-safety:

- All staff and pupils using video communication must:
 1. Communicate in groups – one-to-one sessions are not permitted unless in exceptional circumstances
 2. Wear suitable clothing – this includes others in their household.
 - Be seated in a suitable location for learning – bedrooms are not an appropriate location for these sessions
 - Use appropriate language – this includes others in their household.
 - Maintain the standard of behaviour expected in school.
 - Use the necessary equipment and computer programs as intended e.g. the text chat facility must only be used in relation to learning, to ask questions / make statements
 - Not record, store, or distribute video material or any digital content without permission.
 - Always remain aware that they are visible.
 - Children should be free from distraction so that they can focus on the session and activity in the background should be kept to a minimum
 - Mute their microphone unless they are speaking; children must use the “hand up” tool to indicate that they wish to speak as they would in school
 - Children must leave the session when it is ended
- An adult must supervise children engaged in a video communication but should not engage within the session
- All staff and pupils using audio communication (online or telephone) must:
 - Use appropriate language – this includes others in their household.
 - Maintain the standard of behaviour expected in school.
 - Use the necessary equipment and computer programs as intended.
 - Not record, store, or distribute audio material without permission.
 - Ensure they have a stable connection to avoid disruption to lessons.
 - Always remain aware that they can be heard
- During the period of remote learning, and through computing lessons whilst in school, the school will continue to:
 1. Reinforce the importance of children staying safe online.
 2. Ensure parents are aware of what their children are being asked to do, e.g. sites they have been asked to use and staff they will interact with.
 3. Encourage them to set age-appropriate parental controls on devices and internet filters to block malicious websites.

Returning work to the teacher:

- Children will return work online
- This should be done as soon as it is completed, on the day it has been set for Reading, Writing and Maths, so that teachers have time to assess, provide feedback as required to address misconceptions or support improvement and editing, and adapt future learning
- Work must be finished before returning it to their teacher.
- Work must be completed to the best of a child's ability however we do not expect work to be perfect – errors and misconceptions will be addressed through feedback so it is important for teachers to see errors made
- Work returned to their class teacher must be the child's own work.

- If work is not returned, and there is a lack of engagement, this will be monitored and followed up, as children are expected to engage with the learning set
- Work can be returned in a number of ways, providing as much flexibility as possible:
 1. Attach completed work on the assignment page shared by the class teacher, and click “hand in” (preferred if possible!)
 2. Attach work to a private message to the class teacher
 3. If work cannot be completed electronically, complete on paper, take a photograph and attach this as outlined in 1 or 2
 4. Email to the class teacher (email addressed will be shared as required)

Homework

- Weekly, differentiated homework will be set and returned online so that all children are confident in using the systems which will be used for remote learning. This homework will provide more personalised opportunities to reinforce, practice and develop learning
- As a minimum, all children will receive a piece of reading, writing and maths homework each week, set on a Thursday / Friday to be returned by the following Wednesday.
- Wider curriculum homework will be set as appropriate, linked to learning within class

	Reception	Year 1	Year 2	Year 3 - 6
Reading	Read at least 3 times per week, recorded in the school diary	Read at least 3 times per week, recorded in the school diary	Read at least 3 times per week, recorded in the school diary Reading comprehension tasks (<i>introduced to Year 2 as the children progress through the year</i>)	
Writing	Key words / phonics		Spelling / punctuation / grammar activities	
Maths	Counting / number bonds Activities to reinforce class learning		2, 5 and 10 times tables Activities to reinforce class learning	Year 3: 2, 3, 4, 5, 8 and 10 times tables Year 4 – 6: all times tables Activities to reinforce class learning
RE	Activities as appropriate to reinforce class learning			
History / Geography / Science	Knowledge organiser shared for children to revisit key learning Activities as appropriate to reinforce class learning			