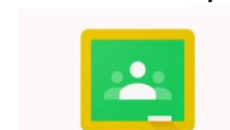




Inspiring hearts and Minds



Google Classroom

Remote Learning Plan – Part 1 (for use during term time when school, is open to all children)

In order to ensure that learning is continued, irrespective of a potential lockdown or a need to self-isolate, Wyke Regis Primary Federation has developed the following plan. This plan offers remote learning opportunities whilst also acknowledging that some households have limited access to devices and would require hard copies of work and resources.

The plan will be applied in the following instances:

1. An individual/small group are self-isolating because of a positive test within the household or because they are awaiting a test;
2. A whole bubble or cohort is self-isolating because of an outbreak of Coronavirus

The plan complies with the expectations and principles outlined in the DFE document [Guidance for Full Opening of Schools](#).

Software and online platforms

Within all plans, teachers will set appropriate work in line with our current curriculum, supplemented by resources provided by White Rose Maths and Oak National Academy.

Children will remain in contact with their class teacher through Google Classroom or Tapestry and staff from the school will phone home to check in with families in the event of a lockdown.

White Rose Maths resources will be used as they are matched to our current maths curriculum model. Children are very used to seeing and using these resources.

Mathletics, TT Rockstars, Numbots, Accelerated Reader and (in some cases) Lexia will be utilised where appropriate to support the acquisition and retention of basic core skills.

Google Classroom (Year 2-Year 6) and Tapestry (FS1, FS2 and Year 1) will be the main way that teachers, parents and pupils will communicate, share information, offer support and allow for assessment of work.

In the event of any form of isolation and loss of learning caused by Covid-19, parents must understand that engagement in home learning is compulsory, as is the expectation that Wyke Regis Primary Federation makes that provision available and accessible to all. However, if children themselves are too ill to attend school for any other reason, then they should not be expected to engage in home learning.

In preparation for home learning, parents and children need to receive logins and passwords for all of the appropriate online platforms. Children will have been shown how to do this at school.

<u>Individual pupil or small group needing to self-isolate because someone in their household is symptomatic or tests positive</u>	
<u>Ongoing Support</u>	<u>Safeguarding/SEND</u>
<p>If a child is isolated from school i.e. the child is sent home from school to either receive a test or self-isolate as someone in the household is being tested, they will be directed to Google Classroom or Tapestry to access their home learning and a home learning exercise book will be given. If the child is unable to access any of our online learning platforms, a hard copy of the weekly learning will be made available.</p> <p>If a child isolates from home (and rings into school) they will be directed to the relevant home learning on Google Classroom or Tapestry.</p> <p>For children without devices, a hard copy of the learning will be posted. Devices can also be made available on request.</p> <p>The weekly home learning timetable includes a maths activity (usually a video link and worksheet from White Rose Maths), a Spelling, Phonics or Reading activity, an English activity based on current learning in class and activities for some of the foundation subjects. There will be two weeks of remote learning available at any time. If, for any reason the isolation continues past 2 weeks, an additional week of learning will be posted.</p>	<p>A member of SLT will contact parents to ensure a test has been taken and to make sure that parents know to communicate test results to the school office.</p> <p>If a child is vulnerable in any way, the DSL will ensure that appropriate agencies are notified and arrange for regular safe and welfare checks via a phone call from a member of SLT. Any issues to be recorded on My Concern.</p> <p>Teachers will check engagement of the children through messages to parents/children on Google Classroom or Tapestry.</p> <p>During the first week, the class teacher will touch base with the children/parents via Google Classroom or Tapestry. If the teacher does not hear from the parent, or if the parent does not have access to a device, the school will make a phone call to touch base with the family.</p>

A whole bubble/cohort of children isolating because of an outbreak of Coronavirus

If there is an occasion where a whole bubble of children (or in the event of whole school closure), the following plan will be put into place (bypassing the 'individual/small group' plan)

<u>A whole bubble/cohort of children isolating because of an outbreak of Coronavirus</u>	
<u>Ongoing Support</u>	<u>Safeguarding/SEND</u>
<p>Teachers will be working from home. They will post a video onto Google Classroom/Tapestry. In this video, the teacher will share the remote learning arrangements and expectations. Teachers will also put the week's learning onto the class stream – this will consist of learning opportunities for English, Maths, Spelling/Phonics/Reading and topic work. They will do this every week for the duration of the lockdown.</p> <p>Using Google Classroom, teachers will the remote learning in time for Monday morning. This will be consistent across the year group. It must be in time for parents to see the learning materials prior to supporting their children.</p> <p>The teacher will share links to appropriate lessons to White Rose Maths and other appropriate lessons. Teachers and teaching assistants will then be accessible to children through Google Classroom so that any issues or feedback can be shared.</p> <p>Teachers will not be delivering live lessons from home due to safeguarding. The use of recorded lessons however, can be posted onto the virtual classrooms.</p> <p>If using Tapestry, teachers will post learning opportunities on a regular basis for children and parents to engage with.</p> <p>Any completed work should be completed and handed in according to the instructions given. This may be in the form of uploading a</p>	<p>Parents notified so that know to communicate any test results to the school office.</p> <p>If a child is vulnerable in any way, the DSL will ensure that appropriate agencies are notified and arrange for regular safe and welfare checks via a phone call from a member of SLT. Any issues to be recorded on My Concern.</p> <p>Teachers will check engagement of the children through messages to parents/children on Google Classroom or Tapestry.</p> <p>Teachers will also aim to contact each member of the class via a phone call. They will start with the most vulnerable children and record conversations on a year group spreadsheet.</p> <p>Those not engaging with home learning are to receive phone calls from the class teacher to discuss any barriers and the support needed by the family. Mobile phones have been provided for this purpose.</p> <p>Where children would normally receive additional support from SEND agencies, the SENDCO will make arrangements for those to continue where possible.</p>

document, posting a photo or video or completing learning on a worksheet or in an exercise book.	
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In the event of teachers becoming ill, other members of the year group or teaching assistants will be required to 'takeover' the Google Classroom or Tapestry account to ensure continuity.	
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Families that are unable to access the internet

Where children can't access the internet, children will receive home learning packs to complete. However, efforts will be made to ensure vulnerable/disadvantaged families are not further disadvantaged by their lack of technology in the household. Any existing devices that the school have received for vulnerable/disadvantaged families, will be distributed to eligible families if possible.

Where printed copies are required, these will mirror what is happening for others who are using the online platforms as far as possible.

These resources will then be either:

- Left for collection by a parent/carer
- Posted to an address
- Hand delivered by a member of school staff if appropriate.

Wyke Regis Primary Federation Remote Learning Part 2 (for use in a lock down when school is closed)

Resources/tools in place: Google Classroom (Years 2 to 6) and Tapestry (FS1, FS2 and Year 1) (supplemented by Accelerated Reader, Mathletics, TTRockstars, Numbots, Lexia and Oxford Owl)

Guidance will be sent to parents and carers to help with using Google Classroom and Tapestry.

The Federation has received 74 devices so far from the DfE to support our disadvantaged pupils. 30 of these have already been assigned and a lending agreement has been put into place (43 of these arrived mid-January). SLT will make parents aware of devices that can be loaned and will check that no child is disadvantaged by not being able to access virtual classrooms.

We are using school mobile phones to contact children on a regular basis and to identify barriers to learning. Each teacher has been assigned a mobile phone for this purpose. We have ordered routers to distribute to families who have no or poor internet access.

Roles and Responsibilities:

Teaching staff: If **remote learning** is necessary for **whole classes/bubbles or whole school as a result of a national lockdown** then teachers must be available between the hours of 8:30 a.m. and 3:20 p.m. During this time, they will continue to plan, resource and deliver learning for their class in line with details set out below. Teachers will need to continue to collaborate with their teaching team to ensure that teaching and learning is kept as consistent between classes as is reasonably possible (via phone, email, Google meet, Teams, Zoom, whichever is most useful and appropriate). They will need to be ready to support other members of their team in the event of a teacher being sick and unable to work. Teachers can be expected to receive communications from parents and pupils within this time via Google Classroom. Wherever possible they will attempt to respond on the same day but replies are not expected to be immediate due to assisting other pupils.

Note: In times of National Lockdown, we will use a rota system to ensure adequate staff are on both school sites supporting key workers/vulnerable children; as well as ensuring sufficient staff are at home to support remote learning.

If any of the teaching staff are sick, they must report this in the usual way to ensure that their team members are aware and their class will continue to be covered.

Year leaders will report to SLT to provide an overview of what teaching is being provided.

Setting work: Teachers will use Google Classroom/Tapestry in the first instance to communicate with families, informing them of where work is set and where it is to be completed. Wherever possible, work will be set within 24 hours of an announced bubble isolation or lockdown. Thereafter, maths and English will be provided daily, topic and science learning will be provided throughout the week. Daily work will be online by 9:00 a.m. each day. Teachers will provide feedback on learning regularly throughout the week. This may be acknowledgement that the work has been seen and/or any more detailed feedback that the teacher feels is needed for a pupil or group of pupils. This will be in the form of written feedback or using the Google Extension Mote which allows verbal feedback. Paper packs will be provided to families who need them and will be ready in the school office by Monday morning.

Teaching assistants: if remote learning is necessary for the class or pupil that the TA is attached to then they should be available during their normal working hours - though these may be flexibly arranged with the year leader. They should continue to communicate with the class teacher and be able to support the remote learning process for the children in the way they would usually support them. This may include locating or making online resources and/or providing regular communication for 1:1 children. Teaching assistants have been added as teachers to Google Classroom to enable them to work with and communicate with children they support. ELSA will continue through Google Meets for children who have this in place already - this responsibility lies with the lead TA at each site who will work together to ensure those pupils who are most in need are contacted regularly.

Pupils and families: the expectations for when and what pupils are expected to access and complete while learning from home will be communicated to families. This will be in line with national expectations. In the event that pupils are not engaging with their learning or work is not being completed or submitted, teachers will contact the parents/carers to discuss an appropriate way forward to fit the family's situation. They will also inform SLT who will also monitor access and engagement and follow up with parents. Children who are unwell will not be expected to complete learning.

Safeguarding: teaching staff must be vigilant in any communications with families and pupils. Any safeguarding concerns should be communicated in the usual way in line with the school's safeguarding policy. When teachers are recording video communications they should be aware of dressing appropriately, be aware of what they are showing in the background of their recordings and ensure it is appropriate. Be aware of any background noises that may be picked up during recording, good practice would be to check recordings before sharing them online. For live teaching sessions, staff will ensure they follow the Federation protocol - see appendix 1 - which includes having two adults online at all times, completing a record sheet showing pupil attendance, informing SLT when 'Meets' are due to take place and ensuring that children are in a public place in their home. A Guide to Google Meets has been shared with pupils, parents and staff - see appendix 2.

Behaviour: Refer to Positive Relationships policy including Appendix for expectations during National Lockdown.

IT Issues: if staff have any issues with using Google Classroom/Tapestry team support will be sought in the first instance: they may have already had the same issue and there could be a simple solution. If this does not solve the problem, the IT tech or SLT lead in this area will support and advise.

If there is a problem with a laptop, the IT tech will be contacted who can then either advise, seek support or fix the issue. If your problem cannot be fixed on the same day, then a replacement laptop will be arranged as soon as possible. In this instance a message will sent via Google Classroom to your class and another teacher may need to support.

Remote Learning Provision Intent

Age Group	Whole 'Bubble' isolation/ whole school lockdown learning provision	Individual Children or small groups that are well but isolating.
EYFS and Year 1	<p>Note: National expectation 3 hours learning daily. Early years/reception teachers will continue to use Tapestry for home learning and to communicate with parents.</p> <p>Activities will be set that match planned learning in school wherever this is appropriate; some adjustments may have to be made to make learning successful and/or meaningful.</p>	<p>Wherever possible and useful the teacher will share the learning that has been planned and used in the classroom. When this is not useful or possible then instruction and activities that closely match the classroom learning will be provided. This will be planned to cover the same content and objectives as the class learning or the objectives necessary for that individual pupil's needs.</p>

	<p>Maths, Communication, Language and Literacy tasks and Phonics learning will be provided daily.</p> <ul style="list-style-type: none"> • Home Learning suggestions each week based on our topics • Maths activities will be based on our maths medium and long term plans. • Vocabulary building based on our topics 	<p>Children who are at home as they are unwell will not be provided with home learning.</p>
<p>Year 2</p>	<p>Note: National expectation 3 hours learning daily. Teachers will use Google Classroom to communicate with parents. All work will be linked via the class stream.</p> <p>Maths, English and Phonics learning will be provided daily. Topic and Science learning will be provided throughout the week following our class timetables.</p> <p>Children will use their remote learning exercise books to complete some of their learning. They will also be able to upload documents, sheets and images directly to Google using G Suite tools. Teachers will be mindful of the way they set assignments and tasks to ensure they are easy to navigate, complete and assess.</p> <p>Activities will be set that match planned learning in school wherever this is appropriate; some adjustments may have to be made to make learning successful and/or meaningful.</p> <p>Feedback and assessment will be carried out by teachers online. Teachers will be available between the hours of 8:35 am - 3:15pm. The teacher will decide on the most appropriate form of feedback. Some activities may be self-marking. Some live learning sessions will also take place to provide feedback, encourage engagement or to explain the series of lessons for the day. Live and recorded assemblies will also be put onto Google Classroom.</p>	<p>Wherever possible and useful the teacher will share the learning that has been planned and used in the classroom. When this is not useful or possible then instruction and activities that closely match the classroom learning will be provided. This will be planned to cover the same content and objectives as the class learning or the objectives necessary for that individual pupil's needs.</p> <p>Learning will be sent out within 24 hours of being notified that any pupil is isolating.</p> <p>Children who are at home as they are unwell will not be provided with home learning.</p>

<p>KS2 Y3-6</p>	<p>Note: National expectation 4 hours learning daily. Google classroom will be used to communicate with families. All work will be linked via the class stream.</p> <p>Maths, English learning will be provided daily. Topic and Science learning will be provided throughout the week following our class timetables.</p> <p>Children may use their remote learning exercise books to complete their learning. They will also be able to upload documents, sheets and images directly to Google using G Suite tools. Teachers will be mindful of the way they set assignments and tasks to ensure they are easy to navigate, complete and assess. Answers may be sent home via Google Classroom so that children and/or parents/carers can self-mark the children's work daily.</p> <p>Activities will be set that match planned learning in school wherever this is appropriate; some adjustments may have to be made to make learning successful and/or meaningful. Children may also be provided with instruction through the use of Oak Academy videos, BBC schools learning videos, White Rose Maths videos or other suitable videos which support learning - whichever is deemed most useful and appropriate by class teachers. Teachers will also use a mix of live learning sessions and pre-recorded lessons to provide bespoke support for our children.</p> <p>Feedback and assessment will be carried out by teachers online. Teachers will be available between the hours of 8:30 - 3:20. The teacher will decide on the most appropriate form of feedback. Some activities may be self-marking. Some live learning sessions will also take place to provide feedback, encourage engagement or to explain the series of lessons for the day. Live and recorded Collective Worship will also be put onto Google Classroom.</p>	<p>Wherever possible and useful the teacher will share the learning that has been planned and used in the classroom. When this is not useful or possible then instruction and activities that closely match the classroom learning will be provided. This will be planned to cover the same content and objectives as the class learning or the objectives necessary for that individual pupil's needs.</p> <p>Learning will be sent out within 24 hours of being notified that any pupil is isolating.</p> <p>Children who are at home as they are unwell will not be provided with home learning.</p>
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This is a working document and will need amending at regular intervals.

It will be reviewed as soon as possible after any class/bubble isolation and after any feedback from teaching team.