Home Learning Policy for Northburn Primary School 2020-21

Northburn has always strived to be creative, innovative and support our parents/children in the best way possible to make learning purposeful and holistic. Our strategy for remote learning continues this.

Aims

This Home Learning Policy aims to:

- Ensure consistency in the approach to remote learning for all pupils (Inc. SEND and children who are disadvantaged) who aren't in school through use of quality online and offline resources and teaching videos;

- Provide clear expectations members of the school community with regards to delivery high quality interactive remote learning;

- Include continuous delivery of the school curriculum, as well as support of motivation, health and well-being and parent support;

- Consider continued education for staff and parents in using remote systems; and

- Support effective communication between the school and families and support attendance.

Who is this policy applicable to?

- A child *(and their siblings if they are also attending Northburn Primary)* if they are absent because they are awaiting test results and the household is required to self-isolate. The rest of their school bubble will continue to attend school and being taught as normal.

- A child's whole bubble is not permitted to attend school because they, or another member of their bubble, have tested positive for Covid-19.

- Remote learning will be shared with families when they are absent due to Covid related reasons.

Content and Tools to Deliver This Remote Education Plan

Resources to deliver this Remote Education Plan include:

- Online tools for EYFS KS1 KS2 *(Tapestry, Purple Mash, TTRS, MyOn, White Rose Maths, Oak Academy, Letterjoin, Oxford Owl etc.*
- Use of Recorded video for instructional videos and assemblies
- Phone calls home
- Printed learning packs for identified families
- Physical materials such as story books and writing tools
- Use of recommended websites (e.g. BBC Bitesize)

The detailed remote learning planning and resources to deliver this policy can be found on our website.

There are

- Model timetables and a proposed structure for home learning
- Current home learning plans for each key stage
- Curriculum planning for this academic year
- Curriculum resources and useful links to websites

Home and School Partnership

Northburn is committed to working in close partnership with families and recognises each family is unique and because of this remote learning will look different for different families in order to suit their individual needs.

We will provide instruction for parents as appropriate and where possible, provide personalised resources.

Where possible, it is beneficial for young people to maintain a regular and familiar routine. We recommend that each 'school day' maintains structure. Our weekly timetables support this.

We would encourage parents to support their children's work, including finding an appropriate place to work and, to the best of their ability, supporting and encouraging good levels of concentration.

Every effort will be made by staff to ensure that work is set promptly. Should accessing work be an issue, parents should contact school promptly and alternative solutions may be available. These will be discussed on case-to-case basis.

All children sign an 'Acceptable Use Policy' at school which includes e-safety rules and this applies when children are working on computers at home.

Where school provides a device there are additional acceptable use documents to sign. All usage is monitored by NCC systems.

Roles and responsibilities

Teachers

To note: the suggested responsibilities below relate to where a whole class/bubble is isolating and would be reduced when it is fewer children isolating and the majority of the class are in school.

When providing home learning, teachers must be available between 9.00am and 3.30pm

If they are unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure.

When providing home learning, teachers are responsible for:

- Teachers will set work for the pupils in their classes. This includes those responsible for streamed groups in Year 5 and 6
- The work set should follow the usual timetable for the class had they been in school, wherever possible
- Weekly work will be shared on the school website
- Teachers in Nursery and Reception will be setting work on *Tapestry.*

Providing feedback on work:

- Teachers will provide timely feedback to pupils in line with our marking and feedback policy.

Keeping in touch with pupils who are not in school and their parents:

- If there is a concern around the level of engagement of a pupil, parents should be contacted via phone to access whether school intervention can assist engagement.
- All parent/carer emails should come through the school admin account
- Any complaints or concerns shared by parents or pupils should be reported to a member of SLT– for any safeguarding concerns, refer immediately to the DSL

Teaching Assistants

- Teaching assistants must be available during their usual timetabled hours.
- If they are unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure.
- During the school day, teaching assistant must complete tasks as directed by a member of the SLT.

Senior Leaders

Alongside any teaching responsibilities, senior leaders are responsible for:

- Co-ordinating the remote learning approach across the school inc daily monitoring of engagement.
- Monitoring the effectiveness of remote learning

Designated safeguarding lead

The DSL is responsible for managing and dealing with all safeguarding concerns. For further information, please see the Safeguarding and Child Protection Policy.

IT Technicians/Digital Leader

IT technician is responsible for:

- Fixing issues with systems used to set and collect work (unless the issue is to do with the programme itself)

- Helping staff with any technical issues they're experiencing

- Reviewing the security of remote learning systems and flagging any data protection breaches to the data protection officer

- Assisting pupils and parents with accessing the internet or devices.

The SENDCO

Liaising with the ICT technicians to ensure that the technology used for remote learning is accessible to all pupils and that reasonable adjustments are made where required

- Ensuring that pupils with EHC plans continue to have their needs met while learning remotely, and liaising with the headteacher and other organisations to make any alternate arrangements for pupils with EHC plans

- Identifying the level of support.

The SBM /Admin

- Ensuring value for money when arranging the procurement of equipment or technology.

Pupils and parents

Staff can expect pupils learning remotely to:

- Complete work to the deadline set by teachers

- Seek help if they need it from teachers

- Alert teachers if they're not able to complete work

Staff can expect parents with children learning remotely to:

- Make the school aware if their child is sick or otherwise can't complete work

- Seek help from the school if they need it – if you know of any resources staff should point parents towards if they're struggling

- Be respectful when making any complaints or concerns known to staff

Governing Board

The governing board is responsible for:

- Monitoring the school's approach to providing remote learning to ensure education remains as high quality as possible

- Ensuring that staff are certain that remote learning systems are appropriately secure, for both data protection and safeguarding reasons

Links with other policies and development plans

This policy is linked to our:

- Safeguarding and Child Protection
- Behaviour policy
- Data protection policy and privacy notices
- Online safety acceptable use policy
- Digital and hardware procurement and strategic planning
- Staff Code of Conduct