1. Statement of School Philosophy

At Pinehurst Primary School, we believe deeply in the importance of helping our pupils develop as a whole person – happy and ready to take the next steps into their education and lives beyond primary school, regardless of their starting point. We celebrate our difference.

Our aim is to create an exciting, interesting set of activities that are underpinned by the knowledge, skills and understanding relevant for each year group.

Our curriculum will promote and foster confidence, independence, co-operation and self esteem throughout the time the children are at Pinehurst Primary School, which will prepare them for life in 21st Century Britain.

Our offer is underpinned by our vision and ethos of 'Experience, Excel and Enjoy'. We want all of our children at Pinehurst to leave with a range of experiences, the self belief to excel and to understand the feeling of enjoyment. Our strategy for remote learning continues this.

2. Aims

This Remote Education Policy aims to:

☐   Ensure consistency in the approach to remote learning for all pupils (Inc. SEND) who aren't in school through use of quality Online and offline resources and teaching videos

☐   Provide clear expectations to members of the school community with regards to delivery of 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 (e.g. CPD, Supervision and Meet the Teacher)

☐   Support effective communication between the school and families and support attendance

3 .Who is this policy applicable to?

☐   A child (and their siblings if they are also attending Pinehurst Primary Primary) is absent because they are awaiting test results and the household is required to self-isolate. The rest of their school bubble are attending 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.

4. Content and Tools to Deliver This Remote Education Plan

Resources to deliver this Remote Education Plan include:

•	Online tools for EYFS KS1 KS2 (Tapestry/Class Dojo/School Spider), as well as for staff CPD and parents sessions.

•	Use of Recorded video for Start Day registration, instructional videos and assemblies

•	Phone calls home

•	Printed learning packs

•	Physical materials such as story books and writing tools

•	Use of BBC Bitesize, Oak Academy, Times Tables Rockstars, RWI, Espresso, Spelling Shed

The detailed remote learning planning and resources to deliver this policy can be found on our school website under the Home Learning Opportunities Tab and on year group pages:

•	Timetable and structure for remote learning

•	Downloadable Printable resources

•	Curriculum newsletter

5. Home and School Partnership

Pinehurst Primary School 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.

Pinehurst Primary School will provide an online training video and induction for parents on how to use Class dojo as appropriate and where possible, provide personalised resources.

Where possible, it is beneficial for young people to maintain a regular and familiar routine. Pinehurst Primary School would recommend that each 'school day' maintains structure.

We would encourage parents to support their children's work, including finding an appropriate place to work and, to the best of their ability, support pupils with work encouraging them to work with 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 a 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. There should be a balance between digital learning and other activities that do not require screen time.

6. 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.

Pinehurst Primary School will provide a training session and induction for staff on how to use Class Dojo and School Spider.

When providing remote learning, teachers must be available between 9.00am and 4.00pm with a lunch break in the middle of the day.

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 remote learning, teachers are responsible for:

• Setting work:

o Teachers will set work for the pupils in their classes.

o The work set should follow the usual timetable for the class had they been in school, wherever possible

o Weekly/daily work will be shared via email, website and Class Dojo as appropriare.

• Providing feedback on work:

o Reading, writing and maths work, all completed work submitted by 1pm to be guaranteed teacher response and comments by following day.

o All curriculum tasks submitted by 3.30pm and teachers will comment at the end of the week.

• Keeping in touch with pupils who aren't in school and their parents:

o If there is a concern around the level of engagement of a pupil/s parents should be contacted via phone to access whether school intervention can assist engagement.

o 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 between 9.00am and 4.00pm.

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 including daily monitoring of engagement.

- Monitoring the effectiveness of remote learning – explain how they'll do this, such as through regular meetings with teachers and subject leaders, reviewing work set or obtaining feedback from pupils and parents

- Monitoring the security of remote learning systems, including data protection and safeguarding considerations

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 and COVID19 Appendix.

IT Technicians

IT technicians are responsible for:

- Fixing issues with systems used to set and collect work

- 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 SENCO

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 and IHPs

- Identifying the level of support

The Finance Officer

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

- Ensuring that the school has adequate insurance to cover all remote working arrangements.

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, include those here

• 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

7. Links with other policies and development plans

This policy is linked to our:

• Safeguarding and Child Protection Policy including COVID19 Appendix

• Behaviour policy including COVID19 Appendix

• Data protection policy and privacy notices

• E-Safety and acceptable use policy