



St Gregory's Remote Learning Policy

Introduction

This policy sets out St Gregorys' aims, strategies and protocol(s) for the successful delivery of remote teaching and learning.

The information provided in this booklet sets out our approach to remote learning in the event of different forms of children being absent from school over prolonged periods of time. This allows for both school based and home based learning to work hand in hand. We need to ensure the safety and wellbeing of all within this plan, especially workload for staff and the ability of parents to provide support to children during the school day, if they are working from home themselves.

Remote Learning Scenarios

Scenario	School responsibility	Parent/carer responsibility	Children's responsibility
Absence for a prolonged period and the pupil is well enough to complete some element of work. (This will be agreed between SLT and parents)	Using either: Learning provided via Purple Mash -or; Learning provided via Class dojo. We will match home learning to the needs of the child. Contact the family regularly to check on progress, engagement and welfare.	Inform school if you DO NOT have access to online platforms. Engage with school positively any time when we contact you. Ensure your child completes their home learning, in a time frame to suit the family. Communicate your concerns as soon as possible regarding learning and welfare.	Complete home learning to the best of their ability. Take responsibility for doing this. Be proud of their work and their achievements.
Whole school isolating	As above, however: Teachers will use the online platforms each day to set learning activities Teachers will be available via ClassDojo between 9am and 3:30pm daily. Feedback on learning completed will be provided if completed via Purple Mash or Class Dojo.	Inform school if you DO NOT have access to online platforms. Ensure your child completes their daily learning tasks. Use the online learning platform only to contact teachers regarding learning and welfare	Complete home learning to the best of their ability. Take responsibility for doing this. Be proud of their work and their achievements.

	Use the online learning platform only to contact pupils and families regarding learning and welfare		
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Where a child is absent for a holiday, work will not be provided as holidays during school time are not authorised.

EYFS Remote Learning

The main aims of remote learning for EYFS pupils at St Gregory's Catholic Primary School are to:

- Keep the minds of our children active, happy and ready to return to school and engage with learning.
- Ensure regular contact with pupils and families.
- Ensure consistency in the approach to remote learning for pupils who aren't in school.

EYFS Home Learning

In EYFS we use our Class story page on the Dojo system regularly which allows us to share what children are doing in school.

Parents can also take an active role in contributing to their child's observation portfolio by uploading their work from home via Class Dojo.

EYFS- Where can home learning be found?

Nursery children will be given a range of activities via class dojo. The activities will focus on the prime areas and linked to current themes in class. Parents need to regularly check the dojo for any updates. A daily story will be uploaded on class dojo.

Reception children will be given daily Phonics and Maths activities and a range of ideas to complete around the current theme/topic. All activities will be set via Class dojo.

Should anything be unclear in the work that is set, parents can communicate with the class teachers via messaging on class dojo.

Feedback comments will be provided by the class teacher in response to learning shown.

Roles and responsibilities

Governors-

☐ Will monitor the school's approach to ensure that educational quality remains as high as possible in the circumstances.

☐ Will ensure that safeguarding of children and staff remains the highest priority whilst remote learning takes place.

Senior leaders-

- ☐ Will coordinate the remote learning plan.
- ☐ Monitor the effectiveness of remote learning.
- ☐ Ensure the safety of children and staff during remote learning.

Designated Safeguarding Lead & Children's mentor

- ☐ Will manage and deal with all safeguarding concerns. They can be contacted through the school safeguarding email address. Further information can be found in the school Child Protection Policy.
- ☐ Will support teachers and families in supporting the welfare of individual children.

The SENCO-

- ☐ Will ensure that those with specific needs are able to access remote learning in some form.
- ☐ Will ensure that learning is appropriately adapted to these needs.
- ☐ Will identify and manage any specific support individual children may require.

Teachers-

- ☐ Will ensure, in all scenarios, the highest quality learning provision is planned and delivered to children.
- ☐ Will provide feedback to children on how they can improve in their learning.
- ☐ Relay any concerns around children's engagement in remote learning to senior leaders after the first 3 days.
- ☐ Share any concerns or complaints from parents to senior leaders. All safeguarding concerns should be shared directly with the Safeguarding lead and recorded on the safeguarding system (CPOMS).

Learning support staff-

- ☐ Will assist teachers in the delivery of learning, in all scenarios.
- ☐ Be available for remote training themselves, as directed by senior leaders, in the event of a school closure.

This policy links to:

- Safeguarding policy
- Behaviour policy
- Child protection policy

- Data protection policy and privacy notices
- Online safety acceptable use policy
- End User Agreement for Google Classroom Children and their families are asked to use these platforms strictly for learning and contact purposes only between pupils and staff. Inappropriate contact between families, children or others may result in the suspension of use of the platform for that individual or larger group.

Data protection Accessing personal data

When accessing personal data, all staff members will:

- Use a school device, rather than a personal device.
- Remote access to be used only through agreement with HT Sharing personal data Staff members may need to collect and/or share personal data such as email addresses as part of the remote learning system. Such collection of personal data applies to our functions as a school and doesn't require explicit permissions. While this may be necessary, staff are reminded to collect and/or share as little personal data as possible online. All staff members will take appropriate steps to ensure their devices remain secure. This includes, but is not limited to:
 - Keeping the device password-protected
 - Making sure the device locks if left inactive for a period of time
 - Not sharing the device among family or friends
 - Installing antivirus and anti-spyware software
 - Keeping operating systems up to date – always install the latest updates