



Online Learning Policy – January 2021

Hambleton CE Primary School

Where a class, group or small number of pupils need to self-isolate, or there is a local lockdown requiring pupils to remain at home, we expect schools to have the capacity to offer immediate remote education. DfE

Aim

We will provide resources that continue the curriculum sequence which would have been taught at school and that is of equivalent length to the teaching children would have received in school.

Curriculum

On Seesaw:

- A **weekly timetable** should be uploaded with content broadly equivalent to a normal school week.
- A **file for each day of the week** should be created on Seesaw with content for that day, split into subjects. This could include PowerPoints, worksheets, scanned handwritten sheets, links to videos etc...
- Some **teaching videos** should be included each week. These do not necessarily need to be of the teacher, they can be from Bitesize, Oak Academy etc...
- If teachers are **commenting on uploaded work** on Seesaw, they should make comments brief (in line with our Feedback & Marking Policy) and as formative as possible (next steps for example)
- Uploads to Seesaw should be checked/responded to daily as far as possible, **but not at weekends**
- Where possible, teaching assistants will also support by commenting on work or uploading content.

Maths and English

- Daily English should contain the usual elements of learning (reading, writing/grammar, spelling, handwriting) over a week
- Daily Maths should contain the same elements as in school e.g. mental arithmetic, problem solving/reasoning elements

Children with Special Educational Needs (SEN)

For pupils with SEND, their teachers are best placed to know how to meet their needs – DfE

- Teachers will have particular regard for children on the SEN Register, tracking their engagement at least weekly – as below. Where necessary, supporting parents, and adapting content, to provide specific work and direction for that child
- Teacher will adapt learning, as needed, to recognise that *some pupils with SEND may not be able to access remote education without adult support* - DfE

Books/Printing

Each year group has taken home a home learning exercise book w/b 21st Sept in which they may complete some of the set tasks. We assume that a majority of homes may not have a printer so guidance to children/parents from teachers may be helpful e.g. *please answer these in your home learning book with an LO & date, you don't need to write out the question*



Daily Contact - Every class should, as far as possible, provide one online 'class meeting' per day.

- Content will vary by year group but **this should mostly be used to explain new learning content** (relating to files on Seesaw). Teachers may choose to 'share screen' a Powerpoint from the day to talk through
- Sessions should not be longer than half an hour and will be shorter for younger children
- Timings for this daily session will be set to avoid siblings having meetings at the same time as far as possible
- These sessions would ideally be in the morning to set up the days learning but there will be flexibility particularly if a teacher has childcare responsibilities
- FS/Yr1/Yr2 parents will be advised that they must sit with their children for these meetings if they are taking part

Recommended structure:

1. Before starting teachers may mute the children's microphones and turn off their cameras if desired. (It's not necessary to register participants)
2. Teacher talk for the majority of the session explaining new learning/sharing a story etc... This should usually be explaining English/Maths/phonics content
3. Children/parents generally only turn on microphones at the end to say hello and 'check in'

Work/life Balance

- Teachers do not need to provide resources, or respond to uploaded work, for the sessions during their PPA/release time. As far as possible staff providing PPA will provide resources
- Teachers should not spend more than two hours in a day responding to uploaded work
- If the teacher themselves is unwell, school will make provision for a cover teacher

It will be made clear to parents/carers that where teachers have childcare responsibilities themselves there will need to be some flexibility in these arrangements.

Safeguarding

- All classes will use a school template for tracking children not engaging, or only engaging a limited amount, with Seesaw or Zoom learning. This template will be completed weekly and returned to the Headteacher weekly
- The tracking template will include actions taken to engage families e.g. supportive phone calls, individually targeted work, paper resources, loan of additional devices etc...
- In a daily class meeting teachers are advised to blur their background or show slides only so children can't see their homes, and make sure that no other home adults or family photos are visible as far as possible
- For the time being these meetings will be 'live' only, not being recorded
- **If a member of staff any concerns about the wellbeing of a child or family these should be reported to DSL (Mr Williams) or Deputy DSL (Mrs Fogg) as soon as possible**

This policy and provision will be reviewed regularly at the schools discretion.