

# **CHULMLEIGH ACADEMY TRUST**

## **REMOTE EDUCATION POLICY**

**Approved by SLT: Autumn Term 2020**

## **Background**

As part of the arrangements Chulmleigh Academy Trust have made during the Covid19 outbreak, a system and therefore policy is required for pupils to access their statutory education at times when they are not able to attend their school.

## **Virtual Learning**

Chulmleigh Academy Trust will utilise secure software platforms to engage with pupils and parents. Microsoft applications provide the over-arching software support for online learning, through Office Applications such as Word and Teams. When secure video conferencing is required, Chulmleigh Academy Trust staff will use Microsoft Teams to enable communication with parents, pupils or agencies. At the discretion of the Trust other platforms may be used.

## **Approaches to Education**

Each school within the Trust will have its own approach to delivering education to children at times when children are unable to attend. There are two scenarios where this may be the case:

- i) Individual pupils are unable to attend due to positive covid19 test results, or periods of self-isolation.
- ii) Directed cohorts of pupils are required to stay away from school due to national or local lockdowns or due to localised outbreaks of covid19.

## **Our Schools**

This policy details the specific steps our schools will take in providing remote education with the scenarios stated above. Each school within Chulmleigh Academy Trust will provide an education provision based upon the needs and circumstances of their pupils. This may result in variation of content and delivery within the same phase.

## **Chulmleigh Community College**

- i) Individual pupils are unable to attend due to positive covid19 test results, or periods of self-isolation.

Key Stage 3 Pupils (Years 7-9) will be directed to the following resources to support their education whilst they are unable to attend college:

- a) Knowledge Organisers, revision of core themes for that term.
- b) Accelerated Reader – pupils may access quizzes from home and continue to use the library remotely.
- c) Sparx Maths
- d) Maths Workbooks

Key Stage 4 pupils (Years 10 & 11) will be directed to the following activities:

- a) Revision Guide silent study
- b) AR (Year 10)
- c) Homework Tasks
- d) Lockdown Education area of website

- ii) Directed cohorts of pupils are required to stay away from school due to national or local lockdowns or due to localised outbreaks of covid19.

In this situation, teaching staff will set work on classcharts, which pupils and parents/carers will access remotely. Paper copies of work will be posted to identified pupils.

- a) Teachers will upload resources and tasks to their class page on classcharts by 9am on the morning of the lesson. Where there are multiple lessons that week, all work will be uploaded at this point.
- b) Pupils will follow their normal college timetable and be directed to live lessons within this.
- c) Pupils will submit work using the hand-in function on classcharts.
- d) Teachers will monitor pupil work and share with parents via classcharts where work is not completed and submitted each lesson.
- e) Lessons may be presented through written instructions or by a narrative attached to a powerpoint (such as via Loom).
- f) Staff will be available live on TEAMS to pupils for one hour of every three hours of timetabled provision via TEAMS. Staff should not share their image with pupils but be available via audio link. The following activities may be undertaken during this live interaction:
  - Teacher available for live questions
  - Presentation of a topic verbally
  - Supported silent working
  - Live exchange of written work

During live lessons, registers will be taken via lesson monitor and absences followed up by the Attendance Officer.

- g) Work will be marked by staff remotely as per the marking policy of the college. Where feedback cannot be made individually, staff will provide a whole class feedback form highlighting the common misconceptions, learning points and successes.
- h) Pupils unable to access work online will be supported by paper copies of work

### **Chulmleigh Primary School**

- i) Individual pupils are unable to attend due to positive covid19 test results, or periods of self-isolation.

#### **EYFS children**

Parents of children in Reception will be able to access activities for their children which will be set on Tapestry.

#### **KS1 and KS2 children**

Parents of children in the rest of the school will be able to access home learning set on SeeSaw or sent via email. The children can work from their homework folders. All children will be expected to read for 20 minutes per day in addition to any work set.

- ii) Directed cohorts of pupils are required to stay away from school due to national or local lockdowns or due to localised outbreaks of covid19.

### **EYFS children**

Parents of children in Reception will be able to access activities for their children which will be set on Tapestry as well as daily videos from their teachers.

### **KS1 and KS2 children**

- Children will be set work on SeeSaw or via email. For KS1 children, work set should take them 3 hours per day. For KS2 children, work set should take them 4 hours per day.
- All children also have log ins for:
  - Purple Mash,
  - Mathletics
- KS2 also have logins for:
  - Times Tables Rockstars
  - Accelerated Reader
- All children will have daily contact with their teachers through SeeSaw, using the 'chat' function to check in with their teachers, send work back or ask any questions. Feedback from teachers will also be through SeeSaw.
- Staff will feedback and support children on the 'chat' function of SeeSaw from 9.00am – 12.00am and from 3.00pm to 4.00pm each day.
- Teams will be used for any live sessions during the week and will vary in provision across the school from story reading in EYFS; general support sessions, topic, Maths and English lessons accessible across Key Stage 1 and 2. All work will also be set on SeeSaw to provide for timetable clashes with siblings at other schools.
- Teachers and TAs will carry out weekly welfare checks for any children who are not responding to their work, or who have indicated they are struggling.
- Work will be set by 9.00am each morning and any lack of engagement will be identified and followed up by staff and the Head of School.
- Any children unable to access on-line learning will be sent paper copies of the work being set.
- All children will be expected to read for 20 minutes per day in addition to the work that is set.

### **Lapford Community Primary School**

- i) Individual pupils are unable to attend due to positive covid19 test results, or periods of self-isolation.

Pupils will be directed to the following resources to support their education whilst they are unable to attend school:

1. Home-learning activities will be set and accessible via Blendspace/Tapestry
2. Purple Mash activities will be accessible from home
3. Mathletics activities will be accessible from home
4. AR books for reading will be provided

- ii) Directed cohorts of pupils are required to stay away from school due to national or local lockdowns or due to localised outbreaks of covid19.

In this situation, teaching staff will set work on BlendSpace and Tapestry (EYFS/YEAR1), which pupils and parents/carers will access remotely. Paper copies of work will be posted to identified pupils.

- a) Teachers will upload resources and tasks to their class page by 9am on the morning of the lesson. Where there are multiple lessons that week, all work will be uploaded at this point.
- b) Pupils will follow their normal school timetable and be directed to live lessons within this.
- c) Pupils will submit work via email.
- d) Lessons may be presented through written instructions or by a narrative attached to a PowerPoint.
- e) In order to monitor learning, offer support and conduct welfare checks, staff will phone every family at least once a week.
- d) Staff will be available live on TEAMS to pupils for one hour of every three hours of timetabled provision via TEAMS. Staff should not share their image with pupils but be available via audio link. The following activities may be undertaken during this live interaction:
  - Teacher available for live questions
  - Presentation of a topic verbally
  - Supported silent working
  - Live exchange of written work

During live lessons, registers will be taken and absences followed up by the Head of School.

- f) Pupils unable to access work online will be supported by paper copies of work

### **East Worlington Primary School**

- i) Individual pupils are unable to attend due to positive covid19 test results, or periods of self-isolation.

Pupils will be directed to the following resources to support their education whilst they are unable to attend school:

- a) Knowledge Organisers, revision of core themes for that term.
- b) Accelerated Reader – pupils may access quizzes from home and continue to use the library remotely.
- c) Mathletics
- d) Times Table Rock Stars
- e) Nessy
- f) BBC Bitesize
- g) Oak Academy
- h) Espresso
- i) Duolingo

- j) White Rose – Maths Videos
- k) Purple Mash

Pupils will be directed to the following activities:

- a) TEAMS – Live Lessons
  - b) Independent tasks for Maths, Literacy, SPAG, Reading, French, PE, PSHE, ICT, Topic and Science
  - c) AR
  - d) Lockdown education area of websites such as Espresso, White Rose, Bitesize, Oak Academy and Mathletics.
- ii) Directed cohorts of pupils are required to stay away from school due to national or local lockdowns or due to localised outbreaks of covid19.

In this situation, teaching staff will set work via email the night before and upload the task top Class Charts, which pupils and parents/carers will access remotely. Paper copies of work will be posted to identified pupils.

- a) Teachers will upload resources and tasks to TEAMS, or via email by 7pm the previous day.
- b) Pupils will follow a revised timetable of independent and Live Lessons.
- c) Where appropriate, pupils will submit work using the hand-in function on Class Charts and Tapestry (for Reception), or via 1:1 meetings for Acorns pupils.
- d) Teachers will monitor pupil work and share with parents where work is not completed and submitted. Lessons may be presented through written instructions or by a narrative via TEAMS Live Lessons.
- e) Staff will be available live on TEAMS to pupils for one and a half hours a day. The following activities may be undertaken during this live interaction:
  - Teacher available for live questions
  - Presentation of a topic verbally
  - Supported silent working
  - Live exchange of written work

During live lessons, registers will be taken via lesson monitor and absences followed up by the Attendance Officer.

- f) Work will be marked by staff remotely as per the marking policy of the school. Where feedback cannot be made individually, staff will provide a whole class feedback form highlighting the common misconceptions, learning points, and successes.
- g) Where possible, paper copies of work will support pupils unable to access work online. This will not be possible in the event of a whole school closure.