

St. Joseph's Primary School

Remote Learning Policy



In St. Joseph's Primary School, we value Honesty, Friendship, Respect and Kindness. We ensure our curriculum reflects our uniqueness and is designed to build the skills our pupils need in life, learning and work. During the period of remote learning, we have high expectations that pupils will continue to engage with progressive learning which builds on previous experiences and aims to develop the skills identified in our curriculum rationale. Our staff will continue to work collaboratively to deliver quality experiences and consistency of approach across the school

Rationale:

In December 2020 the First Minister announced that schools should provide remote learning from January 2021. This policy sets out to share expectations and establish a collective understanding of what remote learning means for our school community for this period of school closure and/or further closures.

Aim:

This remote learning policy aims to:

- set out the expectations for all members of our school community with regards to remote learning
- ensure consistency in the approach to remote learning for pupils that supports continuity of learning
- establish how we will implement and quality assure our remote learning offer
- provide clarity as to how our school's approach to remote learning links to guidelines from both the council and Education Scotland

What is remote learning?

*'Remote learning is learning that is **directed** by practitioners and **undertaken** by children and young people who are not physically with the practitioner while instruction is taking place.'*

Education Scotland January 2021

What will remote learning look like for learners?

“Learners should not engage in online learning for the entirety of the school day. Learning may include activities such as research tasks, project work, practical opportunities, discussions and other activities that can be carried out away from a digital device.”

Educations Scotland January 21

In St. Joseph’s Primary School learners can expect:

- Daily learning taking place through Microsoft Teams
- Channels clearly marked in each Team for different subject areas, registration, support etc.
- Daily check in / registration
- Taught learning experiences: Recorded content from teachers, links to teaching videos from quality assured sources and live videos
- Paper learning packs directed to through Teams
- A variety of activities including online, follow up work and active learning
- Live check-ins every day
- Live video check-ins twice per week
- Work submitted by uploaded photographs of tasks completed
- ‘Stuck’ channel in every team with clear times set for immediate support
- Feedback given for submission of work
- Support to develop independent learning
- Support for wellbeing ongoing
- Opportunities for engagement with other pupils
- Wellbeing Wednesday activities to be done independently

Within every Team, teachers will create a channel for pupils to chat to one another. Please keep general channels focussed on work to make access easier for everyone.

What is the role of parents?

“Parents and carers want the very best for their children. It is important to stress that, in a period of remote learning, parents and carers are not expected to be teachers and we understand that many will be juggling work and childcare.”

Education Scotland January 2021

We are aware that learning at home can be very difficult and we wish to support in any way we can. We will provide weekly communication about the progress of remote learning and any changes as we go. We are also available at the school to offer support with access, use of Teams and any other enquiries you may have. We can be contacted on (01475) 715719 or by email InStJosephs@glowscotland.onmicrosoft.com

You can provide support for your child during remote learning by:

- Ensuring pupils engage with learning
- Creating a space for learning to take place
- Establishing clear routines for accessing Teams, completing tasks and taking regular breaks
- Supporting children to access Teams, download tasks and upload work
- Calling the school if your child is sick or unable to access home learning
- Promoting engagement with wellbeing activities and participation in Wellbeing Wednesday
- Ensuring children take brain breaks over the day and time away from screen
- Accessing Teams support videos shared on twitter and keeping up to date with communication from school
- Engaging with questionnaires to provide feedback on remote learning offer so we can continue to improve

What is the role of pupils?

Our pupils have used Teams in class and through homework in preparation for the possibility of remote learning. They are expected engage every day in the following ways:

- To continue to live the values of a St. Joseph's pupil- kindness, honesty, respect and friendship.
- To communicate with the same manners we would expect in school
- To watch teaching videos provided by their teacher
- To engage with work every day and complete tasks set
- To upload completed work for their teacher to correct and provide feedback
- To seek support from their teacher through their "stuck" channel if they are unsure of tasks
- To take opportunities to engage with live check-ins, including video meets

What is the role staff?

'Class teacher retains responsibility for planning and organising children's and young people's learning, with learning supported by parents and carers'

Education Scotland January 2021

Class Teachers will:

- Plan, deliver teaching, assess work and keep records
- Create packs for collection
- Create channels on Teams for pupils to access learning appropriate to them
- Record or identify appropriate teaching videos to teach new concepts
- Provide daily input and content on Teams with clear tasks for the day
- Provide live check in opportunities daily
- Provide set times for immediate support when stuck
- Set clear expectations for submission of work
- Provide feedback
- Plan for next steps based on progress

- Keep a register of pupils accessing Teams and submitting work
- Support pupils in school learning where required

ASN, RCCT, Recovery and Nurture Teacher will:

- Support pupils working at home by providing individualised/group support
- Be available to provide support to pupils they normally work with
- Take responsibility for a particular curricular area during remote learning to support class teachers e.g. Science, Reading for Pleasure, Wellbeing, Outdoor Learning etc.
- Support pupils in-school learning in the hub

Support staff will:

- Support in-school learning in the hub
- Assist with creation of learning packs and school resources
- Support teachers with delivery on Teams

What will happen if pupils are not engaging?

It is important that we track pupils' engagement in remote learning to identify families who may need additional support to access the remote learning provision. As well as this, tracking engagement in remote learning will be a key function of our safeguarding responsibilities to children as well as supporting pupil and family well-being.

We will:

- Take daily registration by checking engagement with teams
- Track submission of work on a daily basis
- Call parents of children not engaging after 2 consecutive days to see how we can support
- If we have difficulty contacting a parent, we will seek support of our Barnados Family Support Worker and Home Link worker to visit the family and see how we can support

If your child is sick and unable to access learning please follow the same procedure of contacting the school to notify us.

How will we ensure quality?

Our teachers continue to work extremely hard to ensure they provide quality teaching and learning during the period of remote learning. We have worked collaboratively to ensure consistency in the progressive learning we are providing. We will continue to quality assure the learning opportunities we are providing by:

- Targeting high quality remote learning opportunities on our School Improvement Plan with clear steps to achieve this
- Sharing practice at weekly staff meetings
- All staff members being a part of all Teams
- Senior leadership a part of all teams
- Using quality assured recordings provided by West OS, Oak Academy and live videos from Esgoil
- Ongoing engagement with our Parent Group
- Ongoing moderation procedures
- Opportunities for pupils and parents to provide feedback through questionnaires
- Commentary on remote learning within the annual Standards and Quality Report
- Engagement with the council's Education Services team including focused meetings about remote learning
- Use of audit tools provided by the council's Education Services team