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Information for parents about remote learning

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Abstract

To support understanding of what pupils, parents and carers should expect during a period of school closure relating to coronavirus (COVID-19).

This document should be read alongside our remote learning policy.

For details of what to expect where individual pupils are self-isolating, please see the final section of this information.

Remote education provision: information for parents

This information is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education during the current lockdown and when children are learning at home.

Remote teaching and study time each day

How long can I expect work set by the school to take my child each day?

The Department for Education have set a minimum learning limit of 3 hours of remote learning daily for KS1 (less for younger children) and 4 hours for KS2 which includes the time it should take for children to complete the work.

Accessing remote education

How will my child access any online remote education you are providing?

EYFS	KS1	KS2
School website Google meet	Year 1- School website Year 2- Google classroom	Year 3- Google classroom Year 4- Google classroom Year 5- Google classroom Year 6- Google classroom
Other websites/passwords the children may need		
Mathletics Phonics play	Mathletics Phonics play	Mathletics Times tables Rock Stars

All passwords are in the children's homework book. If you need any further support with missing passwords please contact office@staffordleys.com



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The remote curriculum: what is taught to pupils at home?

A pupil's first week of being educated remotely might look different from our standard approach while we take all necessary actions to prepare for a longer period of remote teaching. We will also use this time to ensure children are familiar with all the online features which they will then be using over the next few weeks.

We expect that remote education (including remote teaching and independent work) will take pupils broadly the following number of hours each day: KS1 pupils are expected to work remotely at home for the minimum of **3 hours per day** (less for younger children) and KS2 pupils for the minimum of **4 hours per day**. This expectation has been set by the Department of Education. We will be monitoring children's engagement with remote learning and the school will contact you if your child is not accessing the lessons on the learning platforms to see how we can support you. In the first instance this will be through the class teacher if they notice children not engaging or a persistent absence from online live lessons (where appropriate). If this continues then a member of the Senior Leadership Team may contact you to discuss the matter further.

Our sample timetable of curriculum areas covered through the week

Foundation subjects include science, history, geography, design and technology, art, French, RE, PSHE and music. (Not all subjects will be taught by all year groups in particular blocks of learning.) We will also be sharing assemblies with the children and will encourage current affairs debate e.g. by watching Newsround.

Weekly timetable

This is a sample timetable to illustrate how our time and subjects may be allocated over a week.

9:00	Monday	Tuesday	Wednesday	Thursday	Friday
approx. 1 hr 30 mins	English including daily handwriting grammar/phonics	English including daily handwriting grammar/phonics	English including daily handwriting grammar/phonics	English including daily handwriting grammar/phonics	English including daily handwriting grammar/phonics
approx. 15 mins	B	R	E	A	K
approx. 1 hr 15mins	Maths including daily fluency and reasoning	Maths including daily fluency and reasoning	Maths including daily fluency and reasoning	Maths including daily fluency and reasoning	Maths including daily fluency and reasoning
approx. 1hr	L	U	N	C	H
approx. 1 hr	Foundation subject	Foundation subject	Foundation subject	Foundation subject	Foundation subject
approx. 25 mins.	PE	PE	PE	PE	PE
approx. 30 mins. 3:00	Whole class read and Reading for pleasure	Whole class read and Reading for pleasure	Whole class read and Reading for pleasure	Whole class read and Reading for pleasure	Whole class read and Reading for pleasure



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EYFS weekly timetable

This is a sample timetable to illustrate how our time and subjects may be allocated over a week.

9:00	Monday	Tuesday	Wednesday	Thursday	Friday
approx. 30 mins	Phonics	Phonics	Phonics	Phonics	Phonics
approx. 30 mins	self-directed learning through play (include creative activities)	self-directed learning through play (include creative activities)	self-directed learning through play (include creative activities)	self-directed learning through play (include creative activities)	self-directed learning through play (include creative activities)
approx. 15 mins	Topic/PSHE	Topic/PSHE	Topic/PSHE	Topic/PSHE	Topic/PSHE
approx. 15 mins	B	R	E	A	K
approx. 30 mins	English	English	English	English	English
approx. 45 mins	self-directed learning through play	self-directed learning through play	self-directed learning through play	self-directed learning through play	self-directed learning through play
approx. 1hr	L	U	N	C	H
approx. 30 mins	Maths	Maths	Maths	Maths	Maths
approx. 1 hour	self-directed learning through play (at least 30 mins physical/play outside)	self-directed learning through play (at least 30 mins physical/play outside)	self-directed learning through play (at least 30 mins physical/play outside)	self-directed learning through play (at least 30 mins physical/play outside)	self-directed learning through play (at least 30 mins physical/play outside)
approx. 30 mins 3:00	Reading for pleasure	Reading for pleasure	Reading for pleasure	Reading for pleasure	Reading for pleasure

Timetables/expectations for each individual day will be accessed via the appropriate platform for your child/ren as below:

Accessing learning EYFS and Year 1

Children’s learning can be accessed via our school website www.staffordleys.com and then click onto the correct year group page. You will find a suggested timetable and an outline of activities for children to complete using a range of pre-recorded content. Learning will be accessible for 9am each day.

Accessing learning Year 2, Year 3, Year 4, Year 5 and Year 6

Children will access their learning via their google account and the use of google classroom. Learning will be delivered through a range of media including live lessons, pre-recorded content and activities which can be found through the classwork tab. Teachers will leave clear instructions daily on the stream and this will be posted for 9am each day. You will also find a suggested timetable, although live sessions will be at set times.



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Will my child be taught broadly the same curriculum as if they were in school?

We will teach the same curriculum remotely as we do in school wherever possible and appropriate. However, we have needed to make some adaptations in some subjects. For example:

- Live lessons may be shorter than a normal face to face lesson in the classroom. Online lesson structures are different to a traditional lesson so teachers will need to balance the screen time, concentration levels and the learning task to create the correct level of engagement for all of their learners in a remote education situation.
- The format of lessons may appear in the form of pre-recorded lessons by your child’s teacher, year group team or by the Oak Academy or alternatively your child may be asked to find their learning tasks on the learning platform instead.
- Some subject content may be different eg where specific investigations or experiments were due to be conducted in science or design and technology using specific equipment or materials, these may not be able to be experienced practically in a home learning situation. Also, some elements of our music curriculum may be adapted eg playing individual tuned instruments or PE as the planned unit would be unable to take place, for example swimming or basketball.

If my child does not have digital or online access at home, how will you support them to access remote education?

We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

Will you issue or lend laptops or tablets to pupils?	Please contact the school office and notify us immediately. We have a limited number of loan devices that can be used for remote learning situations. When you borrow a device you will be asked to fill-in and sign a loan agreement. Once you sign the agreement, you are agreeing to be responsible for a school device. As the property of the school, loss, theft or damage may be dealt with by outside agencies (police) in extreme cases. The digital device must be returned to school as soon as your child returns. Please note that children of critical workers who are accessing learning in school may not be offered this.
How will you issue or lend devices that enable internet connection (for example routers or dongles), and where can parents or carers find more information?	If you do not have access to an internet connection at home, please contact the school office. We have a limited number of 4G connected devices that could be loaned as above, but be aware this is a limited time offer due to the companies offering it only in the short term.



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How can pupils access any printed materials needed if they do not have online access?

Our aim is to give online access to every child in a remote learning situation. If you do not have access, please contact the school so that we can try to provide the correct devices. Printed materials will not provide the best access to learning for your child and they will miss out on teacher input. If you need to discuss this further, please speak to your class teacher or contact the school office.

Please be aware that we will contact you if your child is not accessing the learning remotely.

How will my child be taught remotely?

We use a combination of the following approaches to teach pupils remotely:

Some examples of teaching approaches:

- Live teaching (online lessons) or pre-recorded content by class teachers
- Recorded teaching (eg Video/audio recordings such as Loom videos made by teachers or Oak National Academy lessons)
- Commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences
- Reading books which pupils have at home

EYFS	KS1	KS2
Cbeebies White Rose NCETM Number blocks Phonics Play Phonics bloom Cosmic Yoga	BBC Bite-size Joe Wicks White Rose NCETM Oak Academy website	BBC Bite-size Joe Wicks White Rose NCETM Oak Academy website



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Engagement and feedback

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

Roles and responsibilities (children)

Maintain your excellent progress at school by:

- Dedicating appropriate time to learning, your teacher will give you guidance to time expectations
- Check you understand your teacher's expectations of what you are learning and what you may need to produce
- When you are working at home, make sure you choose a quiet space free from distractions (like a TV)
- Remember you should still do your own work! Parents/helpers can help, but not do the work for you
- Keep healthy habits and take breaks away from devices between scheduled lessons
- Please do not eat during sessions, you may have a drink at the table or desk
- Be dressed in your clothes, not pyjamas
- Work at a table or desk where possible
- Think carefully about your background when you are on a google meet
- In a live session, put your microphone on mute until your teacher asks you otherwise
- Keep your camera on during a live session
- Only use the learning platform between 7am and 8pm (but not for all that time)
- Try to work independently and focus on our learning behaviours before seeking adult help
- Remember your usual polite self still applies online, so use your manners
- If you have headphones with a mic, you can wear them to stop distractions when you are learning online

Getting help

Please contact your class teacher/year group in the first instant.

-EYFS and Year 1 through the appropriate email eyfs@staffordleys.com or year1@staffordleys.com

-Years 2, 3, 4, 5 and 6 use the stream on google classroom or the year group email

Typical response time

We aim to respond as soon as possible and certainly by the end of the next working day.



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Roles and responsibilities (parents)

Support your child/ren by:

- Consider the age of your child and adjust the home learning environment to suit their educational needs
- Provide an environment conducive to learning (access to technology, safe and quiet space during daytime)
- Provide a learning space
- Engage in conversations on posted materials or assignments
- Allow your child/ren opportunities to work independently where possible/appropriate including and especially during the live lessons
- Respect that teachers will respond in a reasonable timeframe, but will not always be instantly available
- Monitor their access and the time that is spent engaging in on and offline learning, including variables like that of preferred learning times (morning/afternoon/early evening)
- Support emotional balance by providing ample room and time for reflection, physical activity, conversation and play
- Ensure they fully engage and follow expectations

Getting help

Please contact the school office if you have any difficulties that have not been able to be sorted through contact with the class teacher on the year group email office@staffordleys.com

How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

The school will run a daily check monitored by the class teacher/year group team. The class teacher/member of year group team may also be contacting your child every day through google meet.

The Senior Leadership Team will also monitor class engagement weekly.

If your child is not accessing the remote learning, a member of staff will contact you. We will do our best to support you and your child to find the best solution to learning remotely online.

How will you assess my child's work and progress?

Feedback can take many forms and does not mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also very valid and effective methods, amongst many others. Feedback also takes place during times of online social interaction and by forming learning relationships with the children. Our approach to feeding back on pupil learning is as follows:



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EYFS	KS1	KS2
Email Typed response Recorded audio response Phone call Google meet	Year 1- email Typed response Results through quizzes Recorded audio response Phone call Google meet Year 2- google Typed response Support in drop-in sessions Results through quizzes Recorded audio response Phone call Google meet	Google classroom Typed response Support in drop-in sessions Results through quizzes Phone call Google meet

Teachers will be in regular contact with your child/ren throughout the week and therefore will be using verbal feedback on some occasions too

Additional support for pupils with particular needs

How will you work with me to help my child who needs additional support from adults at home to access remote education?

We recognise that for some pupils, for example some pupils with special educational needs and disabilities (SEND), they may not be able to access online remote education without support from adults at home.

Therefore, if your child has complex SEND needs and has an EHC Plan (Education, health and care plan), they are still able to attend school as per government advice. You will need to inform school at the earliest opportunity so that school can plan correctly, especially if 1:1 is needed. In this case, the school will endeavour to provide 1:1 support but this may not always be possible over a lockdown period and may not be provided in the same way as usual.

In terms of remote learning, children with SEND will be asked to complete this where it is still appropriate for them to do so. If they are working at considerably different levels to their peers, their teachers and support staff will provide the correct learning for them on an individual basis, as is usually done in school. We are aware it may be difficult for parents and carers to support children with SEND to do remote learning and will work with you to ensure provision is appropriate.

Children will continue to be supported by their teachers and support staff throughout the period of the remote learning. This may include the form of individual phone calls and emails from the class teacher/year group team and/or support staff or via the SENDCo.



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As a general guide:

- Children will access their specific learning activities through the school website or google classrooms
- Feedback will be provided to children and parents with regards to the work they have submitted via the telephone, video chat and emails
- The wellbeing team (Mrs Houlton -SENDCo, Mrs Hardy -Deputy with responsibility for behaviour/nurture and ELSAs) will work closely with the class teachers to ensure that children are able to access learning and to help minimise any issues
- Children with an EHCP that are not in school will have at least one live session per day where appropriate to cover their specific EHCP targets. This may be led by a teacher or LSA and can be completed as a small group if other children will benefit, but it is not the live session delivered to the whole class.
- For other SEN children, where appropriate, additional live sessions may be used to support children to access the whole class learning.

Remote education for self-isolating pupils

Where individual pupils need to self-isolate but the majority of the peer group remains in school, how remote education is provided will likely differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school.

If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described previously?

In the first instant, check the usual online platform used for homework as seen in the table below. The children are able to complete homework tasks that have been set, read the reading books that they will have from school and access at least one pre-recorded lesson. Children may also be signposted to other websites eg Oak National Academy for linked curriculum work.

EYFS	KS1	KS2
School website	Year 1- school website Year2- google classroom	Google classroom
We will also use regular phone calls to check how children are getting on with their work		