

St John's Primary School Home Learning Protocol
January 2021
Updated April 2021

Aims of this protocol :

- To outline our approach to remote learning for pupils who are unable to attend school, as a result of:
 - requiring to isolate
 - the closure of a class bubble or part of bubble
 - local or national lockdown
- To ensure consistent and high quality remote learning in line with government guidance
- To adapt in school learning to provide it remotely
- To ensure safeguarding and data protection procedures are adhered to
- To support children's wellbeing and sense of class community whilst at home

For individual children isolating for a short period of time (up to 10 days):

- Parents of Foundation Stage and Key Stage 1 children will be directed to the home learning grids on the school website.
- Key Stage 2 children will have work set for them via Google Classroom.
- If children are isolating for 10 days, they will be invited to join a Google Meet or Zoom meeting with their class for a "catch-up" at least once a week, in order to keep in touch with their peers and class-teacher.

In the event of a class bubble being required to isolate for any period, or a partial or full school closure, St John's will provide a range of learning resources for children at home via the platform Google Classroom. All Key Stage 2 children have been assigned a Google Classroom log on and have been trained in how to access their virtual classroom. For our Key Stage 1 children, we have shared details on how to log on and access Google classroom with parents.

Google Classroom

Each class have been set up with a virtual classroom using the platform Google for Education and all pupil work will be set via Google Classroom. This allows teachers to communicate with pupils and parents via the 'stream' as well as set assignments and host virtual meetings or lessons using Google Meet. Using Google Classroom pupils can complete and submit work using word, slides or quizzes or as photographs or videos. Teachers can also provide feedback by marking or commenting on work or recording voice messages for their pupils.

Remote learning curriculum

When children are learning remotely, we will teach the same curriculum, based around the class topic (e.g. Dinosaurs, Ancient Egypt), as we do in school. However, we may need to make adaptations in some subjects. In the

mornings, children will be set English (Reading, Writing, Phonics and Spelling) tasks and Maths tasks. In the afternoons, teachers will set learning activities from the Foundation subjects, including PE and PHSE.

Teaching will be delivered through recorded videos and powerpoints made by the teacher, links to videos and teaching materials on other websites, Google Meets and other activities accompanied by supporting resources.

Teachers will also run Google Meets as 'keeping in touch' or fun sessions so that children can maintain contact with their peers.

We expect that the remote learning set will broadly take 3 hours for KS1 children and 4 hours for KS2 children.

How we will check if pupils are engaging

We will monitor pupil engagement with Google Classroom and teachers will inform SLT weekly of any pupils who are not engaging. Staff will telephone parents to offer support and discuss any barriers to remote learning. If we have no contact from families, or response to phone calls and emails, we may do a home visit as a welfare check.

Feedback (see also Feedback Policy for partial school closure)

Feedback on work will be provided:

- As individual comments on work submitted including 'green to grow' comments
- As whole class feedback or a small group feedback session
- Through quizzes
- During Google Meets

Families who do not have access to devices or the Internet

Parents should inform school if access to devices or the Internet is a barrier to accessing remote learning. School may be able to loan a device to a pupil for the duration of school closure and can also apply for routers or extra data if required.

Additional support for pupils with SEND

OUR SENCo will remain in regular contact with parents of pupils with SEND. If appropriate, some pupils with EHCPs may be offered places in school. Differentiated work will be provided if needed which may include a paper pack of work, a subscription to a learning platform such as Nessy or individual tasks set on Google Classroom.

Roles and Responsibilities

In the event of needing to switch to remote learning:

School will:

- Inform parents about the arrangements for learning and communication during closure
- Ensure children have access to a device to support their learning at home
- Distribute any resources that will be needed by children at home including reading books
- Train any staff, parents or children who need it on how to use Google Classroom
- Provide support and learning programmes for pupils with SEND or EHCPs

Teachers will:

- Use Google Classroom to provide a suggested timetable for the day
- Use Google Classroom to set clearly sequenced learning tasks using a mixture of recorded teaching, online resources and paper based activities
- Host class meetings via Google Meet
- Daily timetable may include:
 - Morning check in
 - Storytime
 - Suggested physical activity/ outdoor activity
 - Recorded lessons including Phonics, Maths and English
 - Sessions using web-based programmes e.g. Times Table Rock Stars
 - Project Work
 - Google Meet - Drop in/Catch up time at end of day to discuss work
 - PHSE / Wellbeing activities
- Provide feedback on assignments/ photographs/ work submitted
- Monitor pupil engagement with learning set
- Oversee TAs supporting Key Worker and vulnerable pupils in school
- Monitor class email address daily

TAs will:

- Supervise and support Key Worker and vulnerable pupils from their existing class bubble who are in school
- Provide feedback on learning for these pupils
- Provide 1:1 support for SEN pupils – either virtually or in school

We would ask that parents and children take on the following roles and responsibilities:

Parents will:

- Provide an environment conducive to learning (access to technology, safe and quiet space during daytime)
- Engage in conversations on posted materials, assignments (for KS1 children – help children interpret and access the tasks set)
- Respect that teachers will respond in a reasonable time frame but will not be instantly available
- Support emotional balance by providing ample room and time for reflection, physical activity, conversation, and play
- Ensure children engage in the learning provided

Children will:

- Keep up your brilliant learning attitudes and try your best
- Follow the directions from your teacher e.g. timetable for the day, time expectations for each task and how to share your work with them
- Check Google Classroom to find out what you are learning and what you need to produce
- When you are working at home make sure you choose a quiet space free from distractions (such as 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 lessons for physical activity and time outside!

Safeguarding

- We will share a user agreement with all of the children, which they will sign in school. We will send a copy of this home to parents.
- We will issue online safety guidance for parents.
- School staff will follow our safeguarding and data protection policies.
- School staff will follow our safety guidelines for using Google Meet and Zoom.
- School will ensure check-ins with families and support where needed.
- School will maintain the security of remote learning systems.