

Foston and Terrington CE Federation in Collaboration with  
Stillington Primary School

# Remote Learning - Parent Guide

September 2020 (v1)



## Love, Learn and Grow Together

This purpose of this guide is to give information and instructions to parents to support remote learning for children who are isolating during the Covid-19 restrictions.

At present we are no longer in lock down and children are expected to attend school. As a school we will provide lessons and resources for all subjects in our curriculum whilst children are isolating.

Children may be sent home if they have symptoms of Covid-19 or they are isolating because a family member has symptoms of Covid-19. This could affect one or two children within a school or the whole class.

This document is under continuous review and will be updated as school transitions to Office 365 after half term.

# Content

## Section 1: Information for whole class isolation

1. When parents will receive work from school?
2. What work will my child receive?
3. How will the lessons and work be given?
4. How parents will return the work?
5. How children and parents will receive feedback about the work completed?
6. How school will support children and parents?

## Section 2: Information for individual children or families isolating

1. When parents will receive work from school?
2. What work will my child receive?
3. How will the lessons and work be given?
4. How parents will return the work?
5. How children and parents will receive feedback about the work completed?
6. How school will support children and parents?

## Section 3: Information for when a teacher is isolating

1. How will lessons be provided if the class teacher is isolating?
2. How will feedback be given?
3. What if I need to speak to a teacher?

## Section 4: Additional information

1. Safeguarding
2. On-line Safety
3. SEND

## Section 5: FAQ

## Section 1: Information for whole-class isolation

### 1. When will parents receive work from school?

Families will be notified about the need for isolation by the Headteacher / Assistant Head or Senior Teacher if their child needs to self-isolate. This may happen during a school day or to inform parents about the following day's provision.

If individual children are self-isolating, they will be emailed five days' work on the first day of isolation. This will be followed by further work.

If a bubble closes or the whole school closes, work will be sent by 11am the next day.

Formal meet-ups will start from the second day of closure at 9am.

### 2. What work will my child receive?

Teachers will be providing three areas of work every day:

- English – including reading, writing, phonics or spelling
- Maths
- Foundation subjects – this will vary each day according to the class timetable but will include: Geography, History, Science, ICT, DT, Art, PE, RE, Music and French for KS2.

The teacher will send home an outline of the work in a grid for the week for each subject.

All work set by the school will be expected to be returned to the class teacher. Parents can simply photograph work and email it to staff.

Additional work and lessons are available for all year groups using the Oak National Academy website and BBC Bitesize:

<https://classroom.thenational.academy/schedule-by-year>

<https://www.bbc.co.uk/bitesize/articles/zvqgsk7>

### 3. How will the lessons and work be given for a whole class isolating?

Each class teacher will be delivering their lessons slightly differently to suit the age of the child and the lesson content.

Each lesson will be delivered by the teacher through either a recorded lesson or PowerPoint. This means that parents can access the information when it suits their family. The information can be paused and rewound to clarify and repeat when needed.

Each class teacher will be giving a guide for their class about how the learning for their class will look. This is important so that we can match the delivery to the children's age.

### 4. How will the work be returned?

Every day we ask that parents send the work in using the easiest method for them; a photograph on a smartphone, scanning a copy or saving and emailing a Word document, for example.

Seeing evidence of the children's work will help us monitor their progress and offer support. We will expect work to be handed in from all children.

#### **5. What feedback will we receive about the work we have handed in?**

All work received will be seen by staff. You may get immediate feedback from a teacher or teaching assistant but parents and children cannot expect detailed, daily feedback on all work. Staff will be providing feedback where appropriate to support children's progress.

Staff are expected to work between 8:30am and 3:45pm and parents should not expect communication outside these times.

#### **6. How will school support parents and children?**

If children are struggling with a lesson or a new concept, please let staff know as soon as possible. We will then support children, for example, through small group live sessions or telephone calls.

If you cannot access the work or need hard copies, parents are asked to let the school know and we will provide them.

We are assessing the need of all families in school to enable us to prioritise and allocate resources.

## **Section 2: Information for individuals isolating**

### **1. When will parents receive work from school?**

Parents will need to organise collection of any additional resources they require to complete home-learning tasks – a home-learning exercise book, for example, if you do not have access to it. The work set should have the majority of the things you require to complete it.

Parents will receive an email by 11am on the first day of isolation explaining the work to be completed.

On each further week of isolation, an additional pack of learning will be emailed.

### **2. What work will my child receive?**

Teachers will be providing three areas of work every day:

- English – including reading, writing, phonics or spelling
- Maths
- Foundation subjects – this will vary each day according to the class timetable but will include: Geography, History, Science, ICT, DT, Art, PE, RE, Music and French for KS2.

The teacher will send home an outline of the work in a grid for the week for each subject.

All work set by the school will be expected to be returned to the class teacher. Parents can simply photograph work and email it to staff.

Additional work and lessons are available for all year groups using the Oak National Academy website and BBC bitesize:

<https://classroom.thenational.academy/schedule-by-year>

<https://www.bbc.co.uk/bitesize/articles/zvqgsk7>

### **3. How will the lessons and work be given for an individual isolating?**

We do not have the technology available for individuals isolating to access the lessons in school.

### **4. How will the work be returned?**

Every day we ask that parents send the work in using the easiest method for them; a photograph on a smartphone, scanning a copy or saving and emailing a Word document, for example.

Seeing evidence of the children's work will help us monitor their progress and offer support. We will expect work handed in from all children.

### **5. What feedback will we receive about the work we have handed in?**

All work received will be seen by staff. You may get immediate feedback from a teacher or teaching assistant but parents and children cannot expect detailed, daily feedback on all work. Staff will be providing feedback where appropriate to support children's progress.

Staff are expected to work between 8:30am and 3:45pm and parents should not expect communication outside these times. Please also be aware that when individual children are not in school, teachers are still teaching full-time.

### **6. How will school support parents and children?**

If children are struggling with a lesson or a new concept, please let staff know as soon as possible.

If you cannot access the work or need hard copies, parents are asked to let school know and we will try to provide them.

## **Section 3: What if the class teacher is isolating?**

### **1. How will lessons be provided if the class teacher is isolating?**

A supply teacher will be appointed to continue the broad and balanced curriculum we offer. Lesson planning will be completed by the class teacher if they are well enough, to ensure continuity for children. If not, planning will be provided by federation parallel classes.

Subject to individual circumstances and IT capacity, consideration **may** be given, to the self-isolating teacher live-streaming lessons to the class from home.

## 2. How will feedback be given?

The school-based staff will give immediate feedback to children just as in a usual classroom and mark books.

## 3. What if I need to speak to the teacher?

Please email the school office in the normal way.

# Section 4: Additional Information

## 1. Safeguarding

If you have a concern or need advice about a child, please contact Mrs Moore, our Designated Safeguarding Lead as soon as possible. If she is not available, Miss Stringer is our Deputy safeguarding Lead.

## 2. Online safety

We expect all families participating in live lessons to agree to our Live Lesson Permission:

- [Parent Agreement for Live Lessons](#)

Our website has additional advice for parents regarding online safety:

- [Cyber-Safety for Parents](#)

## 3. SEND

All children with identified needs will continue to receive support during remote learning. This will vary depending on the age and needs of the child. For example, the class teaching assistant may contact you to arrange small-group live sessions. Work will be differentiated to suit your child as it would be in the usual classroom.

Children's progress towards targets will continue to be monitored and they will be reviewed at least every term through a virtual meeting or telephone call with parents.

If your child has support from an external agency it may be possible to arrange this with them whilst remote learning, but it will depend on individual circumstances.

# Section 5: Frequently Asked Questions

## 1. What do I do if my child is ill?

If your child is unwell because of Covid19 or another illness, we would expect you to report them unwell as usual. Parents can do this by emailing the school office or notifying school through the Scholarpack App.

Children who are unwell are not expected to complete work and submit it.

## **2. What if we go on holiday?**

Absences during term time will continue to be agreed by requesting permission from the Headteacher. Absences are granted only in extenuating circumstances and therefore parents should not expect that teachers provide remote learning.

## **3. Why can't every lesson be a live lesson?**

Some families have excellent access to efficient broadband and devices but unfortunately not every family does. It is also important to understand that because every family is different it may not be possible to sit down and start work at 9am during isolation because of parents' work commitments. By providing a blend of different methods, we hope to be able to suit everyone's needs.

## **4. What do I do if I need a device to support remote learning?**

We are using the parent feedback to prioritise digitally vulnerable families within the school. We will offer school equipment – a laptop, for example – for children to access their remote learning.

Parents will need to sign an agreement for the loan of the device.

## **5. Does my child need to complete remote learning?**

If your child is isolating and otherwise well enough for school, we will expect them to complete their learning. Each day we will register your child's attendance by their engagement with their remote learning.