



Remote Learning Guidelines

Introduction

At Kensington Avenue Primary School, we understand the need to continually deliver high quality education, including during periods of remote learning – whether for an individual pupil or many. We recognise the importance of maintaining high expectations in all areas of school life and ensuring that all pupils have access to the learning resources and support they need to succeed. It is really important that children keep themselves safe online.

Implementing Remote Learning during a normal operating hours.

Teachers will use Google Classroom to set online homework in line with our school's homework policy. Learning set in this way should be purposeful and designed to be achievable via an online way of working.

Remote Learning during a school closure

During a period of enforced school closure, such as an enforced school lockdown or national lockdown period, we will provide home learning via Google Classroom. Paper copies of work may only be provided in exceptional circumstances.

School will provide remote learning for the next working day following the closure of school. Parents will be notified either by email or text and the website as to the closure where we are able to. Notification of a date to return to school will be provided when it is known.

In the event of a local or national lockdown whereby provision for Key Worker and Vulnerable children is necessary, the school will be open for these groups only. Parents will be expected to notify the school of hours/days required and email admin@kaps.croydon.sch.uk to request this provision. These pupils will access their remote learning from within school.

Teachers will use the online platform to share learning activities and resources, capture children's learning, and communicate about progress and needs, providing a continuous formative assessment cycle as they would do within the class. A timetable will be uploaded onto the class page in the relevant year group.

The work produced will be returned by the deadline date set and completed to the best of the child's ability. Regular updates will be issued using our website and Google Classroom. Staff may also contact families by telephone or email and parents/ carers are encouraged to use the online platform to contact their child's class teacher and the office for any other query.

Children have regular opportunities to see and talk to their teacher and each other using Google Meet. The Google Meet app is easily downloaded or the web browser can be used. The time, date and code for the Google Meet will be sent via Google Classroom. Google Meet allows teachers to provide pupils with an overview of the bigger picture and where a specific lesson or activity sits within a sequence of lessons or activities.

Monitoring of work

The school expects children to maintain a good work ethic during the period of remote learning; therefore, teachers will closely monitor this and make contact on various different occasions. Teaching staff will contact parents via a range of media (phone/email/Google Classroom) if their child is not completing their schoolwork or their standard of work has noticeably decreased to see what support may be needed. Teaching staff will monitor the academic progress of pupils with SEND and discuss additional support or provision with the SENCO if required.

Parents/ carers will be encouraged to let the class teacher know if there are any problems meeting the deadline as we do understand that devices may need to be shared at home and we also do not wish children to have too much screen time at any one time. Teachers will respond in a timely manner to meet the needs of all learners. Daily assessment and feedback will be given.

Lessons and resources

Our curriculum is based on the Cornerstones platform, which is a well-planned and sequenced primary curriculum. Skills and knowledge are mapped across all year groups and children follow these in sequence to ensure that learning is introduced, built on and reinforced over time. Lesson resources will include both digital and printable resources. During periods of remote learning, teachers will provide the best form of resources for each task and these will be identified on a weekly timetable. We ask families to let their class teacher know of any difficulties in accessing the internet and we will support them where possible. In many lessons teachers will need to introduce, scaffold or model a specific skill and this will be done by using video links (or written instructions) or a pre-recorded video e.g. reading a story, introducing a phonics sound.

Learning and Feedback

The remote lessons will follow the learning in school as closely as possible. The teacher will review the child's work on a daily basis and will feedback via Google Classroom. Please note that the teachers will review pupils' work after the school day has finished as they will be teaching their usual class during the day. There will be opportunities for live feedback or additional teaching support to be given in small groups using Google Meet where it is appropriate for identified needs.

Useful links:

Phonics [For parents – Letters and Sounds \(littlewandlelettersandsounds.org.uk\)](http://littlewandlelettersandsounds.org.uk)

BBC Bitesize <https://www.bbc.co.uk/bitesize>

Book Trust <https://www.booktrust.org.uk/>

Dance mat typing <https://www.bbc.co.uk/bitesize/topics/zf2f9j6/articles/z3c6tfr>

Education City <https://go.educationcity.com/>

First News <http://www.kensingtonavenueprimary.co.uk/first-news/>

Multiplication <https://urbrainy.com/mtc> Tables Check

Newsround <https://www.bbc.co.uk/newsround>

Oxford Owl <https://www.oxfordowl.co.uk/for-home/find-a-book/library-page/>

PE with Joe Wicks <https://www.youtube.com/channel/UCAxW1XT0iEJo0TYIRfn6rYQ>

Supermovers <https://www.bbc.co.uk/teach/supermovers>

Working hours

When providing remote learning, teachers will be available between 9.00am and 4.00pm on week days that are their normal working pattern. There is no expectation for staff to be available outside their normal working pattern. If they're unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure.

Teaching assistants must be available between 9.00am until 12.00 noon and 1.00pm until 3.00pm or in line with their normal daily and hourly working pattern and as is appropriate to their year group. If they're unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure.

Subject Leads

Alongside their teaching responsibilities, subject leads are responsible for:

- Considering whether any aspects of the subject curriculum need to change to accommodate remote learning
- Alerting teachers to resources they can use to teach their subject remotely

School & home communications

1. Maintaining a sense of community with parents, carers and pupils is very important to us and we will provide regular communication to parents about any general measures that need to be put in place if their child is learning remotely.
2. During the period of remote learning, we will maintain regular contact with parents to:
 - ensure parents are aware of what their children are being asked to do and when;
 - reinforce the importance of children staying safe online;
 - provide further information as the necessity arises.

Wellbeing

1. In addition to safeguarding, pupil wellbeing is a significant consideration in our planning for remote learning.
2. We will ensure our remote learning curriculum factors in support for pupils' mental and physical wellbeing and considers differentiation in our pupils.
3. This includes scheduling regular breaks in teaching, recommending fresh air and exercise-based activities and by ensuring a reasonable balance between online and offline activities.

Parental involvement

We believe parents can most effectively facilitate and participate in their children's remote learning by working in partnership with the school and staff.

We encourage parents to communicate any issues with remote learning, safeguarding, pupil welfare, wellbeing or data protection to an appropriate member of school staff as soon as possible.

If a pupil is provided with school-owned equipment, the pupil will need to sign the Acceptable Use Agreement/Codes of Conduct prior to commencing remote learning.