



St Joseph's Catholic Primary, Epsom

Contingency Plan for Remote Learning

Changes for the January 2021 lockdown

Introduction

At St Joseph's, we recognise that there will be a variety of reasons over the coming academic year why children may be absent from school and need to carry on their learning remotely.

We expect that at times children will be:

1. Isolating while they or a family member awaits COVID-19 test results.
2. Isolating due to shielding advice.
3. Staying at home because their bubble is closed.
4. Unwell due to COVID-19 symptoms.
5. Unwell due to non-COVID-19 reasons.
6. Following Government advice and staying at home during a national lockdown

We expect that unless a child is unwell that they would continue with their learning at home on a daily basis. If unwell, our expectation is that they rest, regain their strength and come back to school or remote learning when they are fit and well.

Our plans for remote learning are given below. If any of the following requires clarification or support please make contact with the school using contact@stjosephs-epsom.surrey.sch.uk

Remote Learning Expectations

All remote learning will be provided through **Google Classroom** which is an online remote learning platform and comes with a suite of resources and apps which enable collaborative learning. This replaces the work which was previously posted on the school website.

Staff will introduce google applications to the older children so they are confident in using these independently. Younger children will require support from adults at home.

For some lessons, we will use the high-quality Oak National Academy and White Rose Maths videos to support learning where the content is relevant. This provides a teacher for the children to watch as they learn. Our teachers will be live on occasions, depending on age of children, but not routinely.

During the January 2021 lockdown, class teachers are hosting a daily live session, during which they may deliver direct teaching, they will update the children on the work expected for that day or the next and they will engage with the children for other reasons relevant to the class.

Children will be able to access the day's learning whether they are at home or in school.

During the January 2021 lockdown, work is always posted on the platform by 8am of the day it is due, but mostly it is posted by 7pm of the day before.

This is all subject to regular update as we respond to a rapidly changing situation and our own capacity to deliver.

How to access Google Classroom

Go to www.google.co.uk in the Google Chrome browser. Click on the blue 'sign in' box in the top right-hand corner. Use your child's username and password to log in and access your child's class. Each child has their own unique details. Children will have received their usernames and passwords in the week of the 28th September.

In the newsletter on October 2nd 2020, there were detailed guidelines for parents on how to use Google Classroom. If you have any problems, please email contact@stjosephs-epsom.surrey.sch.uk.

Protocol for Google Classroom live sessions

Live sessions on Google Classroom are lessons. They are not like other social media and we expect the tone of engagement to be the same as in the classroom.

Parents/carers:

- should keep conversations professional, not asking teachers about teacher's personal lives.
- should be in the room with the child and be available to assist their child when needed.
- may only contact teachers via Google classroom stream and only outside of the live session (not during teaching time).
- help children begin sessions on mute.
- are not permitted to take photos, videos or screenshots during the live sessions.
- Should ensure that the background view is plain, not the child's bedroom and you may choose to change to a virtual background to protect your privacy.
- ensure that their child's behaviour is as good as it would be in the classroom.

Children are

- not permitted to take photos, videos or screenshots
- not permitted to listen to music or watch any other device.
- not permitted to use the chat stream unless asked to do so by the teacher.
- expected to be dressed ready to learn and not in pyjamas or nightwear.
- expected to be well behaved and focussed at all times.

- expected to keep their computer on mute unless asked to unmute.

Teachers

- will record the live session for safeguarding purposes. If a parent/carer does not wish their child to be included then they should turn off the webcam function. These videos will be stored on a secure school server.

Expectations on Parents for remote learning

Your child will require support with their learning at home. The more you support them the better they will make progress. You can support by:

- Providing access to the learning offered for their children.
- Setting a clear daily routine with each child.
- Providing a good learning space; an environment where they are free from distraction.
- Monitoring their learning and support their children to complete all of the learning set by the teacher.
- Supporting their children by sending completed work for assessment, e.g. taking photos of learning or attaching documents.
- Ensuring that children are safe when using the Internet by installing effective parental controls and monitoring their activity online.

Remote Home Learning Plan

Scenario 1	Child at home isolating short term awaiting a test or test results	Core daily work posted on Google Classroom.
Scenario 2	Child at home isolating for 10 days due to contact with a positive case outside school. The rest of the class is at school.	<p>In addition, continue with the usual expectation:</p> <ul style="list-style-type: none"> • Read daily to an adult for ten minutes each day. • Learn their weekly spellings, or practise their phonics for ten minutes each day. • Learn their tables and number bonds for ten minutes each day. <p>Other learning which is available:</p> <ul style="list-style-type: none"> • Children using Lexia should continue to do so at least 3 times per week. • All children have access to Numbots and Times Table Rockstars and should use them regularly. • All children from Year 1 upwards have My Rising Star accounts. • Teachers set a weekly comprehension quiz as part of home learning in the academic year 2020-2021 which should be completed online.

Scenario 3	Whole class at home isolating for 10 days.	Day 1: This day's work will be posted on Google Classroom. During this day, the teacher will focus on planning for remote learning for the coming week and beyond.
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<p>Scenario 4</p>	<p>Local or National Lockdown with children at home for an extended period of time.</p> <p>If the class teacher is unwell and unable to work, the following offer will change.</p> <p>Senior staff will endeavour to provide a good offer of work but it will be reduced.</p>	<p>Day 2 onwards: Daily assignments will appear on Google Classroom. This work will be a wide curriculum offer in line with our term's planning, within the restrictions of home learning.</p> <p>Continued Expectation We expect that, in addition to the daily work set, you continue with your usual home learning:</p> <ul style="list-style-type: none"> • Read daily to an adult for ten minutes. • Learn their weekly spellings, or practise their phonics for ten minutes each day. • Learn their tables and number bonds for ten minutes each day. • Children using Lexia should continue to do so at least 3 times per week. • Learn the year group common exception spellings which can be found on the website in the parent information area. <p>Other learning which is available:</p> <ul style="list-style-type: none"> • All children have access to Numbots and Times Table Rockstars and should use them regularly. • All children from Year 1 upwards have My Rising Star accounts. Teachers set a weekly comprehension quiz as part of home learning in the academic year 2020-2021 which should be completed online. • Speedy books – these will be sent home with the children for daily completion. <p>Daily Meet with the Class teacher.</p> <p>Continual Monitoring Teachers will be watching each child's learning through the day and may engage with them if required, encouraging and supporting. Some work will need to be submitted for the teacher to see. This will be made clear as we go along.</p> <p>Contact with families During the January 2021 lockdown, staff will endeavour to make contact with each family from time to time to check all is well. If any family has any issues, they should send an email to contact@stjosephs-epsom.surrey.sch.uk</p>
<p>In addition</p>	<p>Critical Worker Children who may be at school while rest of class is at home</p>	<p>If the school is closed to all but key workers, children in school will be placed in bubbles, which may be cross class or year depending of the availability of staff. Children in school will complete all remote learning set by their class teachers via IT and paper-based work. The groups will be supervised by support staff, as the teacher will be fully involved in managing the Google Classroom Offer to the rest of the children at home.</p>

Additional Support

Non-Active Children If staff notice that a child is not engaging in the daily learning, parents will be contacted to find out why.

Families with no wifi: Please contact the school if this is an issue.

Limited IT resources at home We will endeavour to time any 'live' contact with teachers so that your children do not overlap in their need to be on line at the same time. We recognise that you will do your best to manage the learning at home for your children.

Pupil Premium Families We will endeavour to make contact with each family once a fortnight to check that all is going well with home learning. We will also assist by providing Foodbank vouchers and other support as necessary. If you require support with computers, we will do our best to support you.

Children with EHCPs The SENco will be in contact with the families of children with EHCPs regularly to ensure full access to learning. SEN children should be able to access the majority of work provided but where not it will be adjusted.