Remote Learning Policy

This policy sets out how remote learning will work across the timetable. The lessons will be delivered by a combination of Zoom learning and email. There will be a full timetable running from 8:00 until 3:20/3:30 with breaks for lunch etc. All of the subjects will be taught subject to any technical restrictions. The lessons and work set by the teachers will ensure as far as technically possible that the education of your child is carried on in line with the curriculum of the school.

We will undertake most of our teaching through downloading and using the **Zoom Cloud messaging app**. This is the school's preferred method of online lessons as it allows video or audio conferencing which will make answering questions much faster and more effective. It is important that you fully consider the safeguarding implications of the background of your child's zoom and ensure that nothing inappropriate is seen in the background. Zoom can also be used as an audio conference facility without any video at the teacher's discretion, should they not wish to use video conferencing. The Zoom conference is set up at the start of the allocated lesson time and the children can enter the correct lesson through the teacher's ID using their school email account. Access to the classes can only be gained by those using school email accounts.

You should download the free Zoom Cloud Messaging app (or free software from the Zoom website for a laptop) onto the device that you would like to use to participate in these class video/ audio lessons. Your account on the Zoom app MUST be linked to the Academy School's email address or the system will not work. A timetable will be provided of the lessons that your child should attend with the ID of the teacher leading the lesson. Your child should access the lesson through this ID. Children can ask questions by clicking on an icon to virtually "Raise their hand" which allows the class to proceed in the normal, structured manner. Children must follow the normal school rules in these lessons and **are not allowed to record these sessions. Please ensure that there is a quiet space where your child can access video conferencing lessons and that there is nothing inappropriate or anything that you would not wish to be seen in the background of this location.**

Teaching will also be provided via the school email systems, where the Teacher will be able to respond to students individually. Teachers will send work to be completed within set time periods and it is important that the work is returned when asked. Homework tasks will continue to be set and collected back and marked by the teachers. Homework will be set and marked via email.

Teachers will assess the progress of the child's work and how well they are progressing through the curriculum. The lessons are interactive so the teacher will provide feedback both orally and in writing. There will be systems in place to ensure that each child is engaging with their work and the parents will be informed immediately where engagement is a concern. The teachers will adjust the pace and difficulty of what is being taught in response to questions and assessments, including, where necessary, revising material or simplifying pupils' understanding.

Teachers will select appropriate high quality online resources and printed resources will be sent to the pupil via email the night before. The school will develop a separate plan and approach for any child with SEND. The school will work collaboratively with families, putting in place reasonable adjustments as necessary, so that pupils with SEND can successively access remote education alongside peers. Decisions regarding how pupils with EHC plans will be taught remotely will be informed by relevant

considerations including, for example, the type of teaching the pupil can access remotely. These decisions will be made on a case by case basis.

In relation to vulnerable children the school will maintain contact with the parents and social worker. The school will agree with the social worker the best way to maintain contact and offer support to the vulnerable child or young person. The school will ensure that the vulnerable child is able to access remote education support, to determine the manner in which the remote education support is to be provided, to support them to access it (as far as possible) and to regularly check if they are doing so.

We are committed to ensuring that all of our children are safe online. Our child protection policy fully applies during any period of remote education and within that we have special procedures for protecting children access Zoom lessons.

Personal email accounts or any alternative forms of social media/ messaging or non-school software services must not be used to communicate with teachers.

A few suggestions

It is important to organize where your child will be working and to establish a space/location where your child will be working most of the time. Ideally, it should be quiet and have a good wireless internet signal.

Please check settings on your computer. Parental settings on home devices should be set in an appropriate way to filter out any inappropriate content that might otherwise appear on YouTube, as the school cannot take responsibility for the settings on home devices during the period of remote learning.

Ideally you or your carer should be on hand to monitor the progress of your child throughout the school day. Please do encourage physical activity and exercise. We will provide sports lessons but other exercise is recommended.

Reviewed and Updated by Andrew Sandars

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