Grange Farm Primary School

# Coronavirus COVID-19

# Remote Education Offer

**Introduction**

From September 2020, all children have returned to school full-time following the effects that the Coronavirus COVID-18 pandemic had on education during the Spring and Summer of 2020.

However, COVID-19 has not gone away and there may still be occasions when children are required to undertake remote education throughout this academic year.

There is a duty on school to provide appropriate remote education such that our children are able to access effective learning opportunities and experiences and continue to make progress across the curriculum. Whilst working remotely presents potential barriers which make it different from working in school, we are taking our duty seriously and will do our best to provide an engaging and purposeful educational experience for them.

As a parent and carer, you also need to be aware that government guidelines state that you have a responsibility to ensure that your child is accessing these materials at home. During the Spring and Summer terms 2020, parents and carers had more freedom to be selective in terms of what their children accessed but now everybody is expected to engage with what their school is providing.

This document sets out the strategies and provision that we have in place to make this work involving the two different scenarios where children need remote education

- Individual Case Remote Education (where one child or a group are having to learn away from school)
- Whole Class Remote Education (where a whole class is having to learn away from school)

**Developing our Approach**

Our remote education offer will continue to develop and improve as we learn about how our strategies and approaches work in practice.

We have developed our offer using:

- National and local statute, guidelines and advice
- Our knowledge of usual effective Teaching & Learning and Curriculum policy/practice at Grange Farm
- Our learning from previous remote education practice at Grange Farm
- Communication with a range of other educational settings (including colleagues within the state and private sectors and across a range of age groups)
- Relevant available research
- Ongoing feedback from children, parents/carers and staff

**Remote Education for Individual children**

Work will be provided via Google Classroom. The school can loan ICT devices to families on a temporary basis where this will help facilitate remote education. We can also support with other resources (e.g. paper, stationery) as required and will provide general advice and support to help children and their families engage with Google Classroom. In very exceptional circumstances, we could agree to alternate approaches (via email or paper packs) but these are significantly less desirable because they create additional barriers to teachers using what children have achieved to inform what they do next.

The primary aim will always be to provide tasks that directly relate to the curriculum being offered to the rest of the class in school. However, we acknowledge that where these require new and specific learning this may not always be possible, practicable or appropriate. In such instances, teachers will provide alternative learning tasks that are purposeful for the child in question.

Everyone needs to be mindful of:

- The school's statutory duty to ensure that any pupils educated at home for some of the time (due to Covid-19 reasons, e.g. a positive case, a suspected case or self-isolation) are given the support they need to master the curriculum and so make good progress
- The need for children to have an appropriate learning experience (e.g. length of time it is appropriate to be viewing a screen, particularly for younger children)
- The potential practical barriers and limitations that could exist in families in terms of supporting remote education (e.g. school must not assume that a child will have someone at home who is able to support them with learning throughout the day, or indeed at all)
- Realistic expectations of teachers providing remote education whilst at the same time catering for the needs of children still working at school as normal

Work set during remote education is expected to be completed and returned to school. This enables teachers to use a child's work and learning to inform what they do next. Teachers will acknowledge all work that is returned and provide more detailed feedback for some pieces of work where this will help develop a child's learning.

If a child will be absent for a long period (e.g. five or more school days), school will discuss ways that their class teacher (or a different member of staff from school) can get in touch to speak with the child during this time. We know that this personal level of communication is very important in terms of both motivation and wellbeing.

**Remote Education for a Whole Class**

Google Classroom will be used to share work with children where their whole class (bubble) needs to self-isolate due to a confirmed Coronavirus Covid-19 case. When a class goes into a remote education situation, we will re-share login details with each family on the first day via email.

The school can loan ICT devices to families on a temporary basis where this will facilitate remote education. Where a family cannot access the internet at all (e.g. no WIFI connection), school will produce and deliver hard copies of work packs to their home. School can support with other resources (e.g. paper, stationery) as required.

Daily tasks will be scheduled by the class teacher to appear at 6pm the evening before the day they are due for completion – this is to support parents and carers with planning remote education in their context (e.g. combining it with home working commitments).

Each morning at 9:30am, the class teacher will host a live video "Morning Meeting" on Zoom (via a link shared on Google Classroom) which all children will be expected to attend. The purpose of this meeting is for the teacher to check-in with everybody, for the children to see their teacher and each other and for the teacher to share any useful information regarding the work and tasks set for the day.

Teachers will set up a new Zoom meeting for each morning meeting. Children will access these via a link that will be placed on the class stream within their Google Classroom. They will not need a meeting ID number or a password as the security comes from fact that only people within their class will be able to see the link. They will need to type their name and will then be admitted to the lesson by their teacher who will be present for and monitor the entire session.

There are a number of guidance points for successful Zoom meetings:

- Video is expected to be on at all times
- Headphones are a good idea if you have them
- Children should not be alone in a private space (e.g. living room or dining room rather than their bedroom)
- Be aware of your background and surroundings
- Children must be dressed appropriately
- All other members of the household must be aware that a Zoom meeting is taking place so they can dress and behave appropriately
- We want to see the same positive behaviour and respect for others that we would expect in the classroom at school
- No-one must attempt to record (photograph or video) any of the meeting

This session will not be recorded but a short summary of any key information will be placed onto the class Google Classroom stream by the class teacher after the meeting. This is an aide memoir and in case any pupils have been unable to attend the meeting.

Work and activities set will focus on the topics and content that would have been included should the children have been in school. Teachers should liaise with their year group partner so that each class in the year group will cover similar topics over time, even where one class is in school and one is working remotely. However, everyone needs to be aware that the learning completed at home is likely to be different from what would have been provided in the classroom and some areas will need to be revisited for direct teaching when the children are able to be back in school. Where it is in the best of interests of the children's learning for us to be flexible, we will be.

As well as posting tasks, work and activities, teachers could also post short recorded videos to support children's learning. This could include, for example, demonstrating a method in Maths, sharing an extract of writing or explaining an example relevant to the main purpose of a lesson.

All work and tasks set during remote education are expected to be completed and returned to school. Aside from exceptional circumstances, this will mean returning it via their class space in Google Classroom. Children access tasks online in their particular classroom, upload completed work, send individual messages and questions to their teacher and can comment in the general "stream" within each class.

Teachers will be “live” and available on Google Classroom during the day when lesson times would typically be taking place. This is to ensure they are available for support and advice where needed. Where this is not possible, school will work to provide alternative support to children via Google Classroom to ensure appropriate help is available.

We know that effective feedback is a crucial part of the teaching and learning in school and the same is true during periods of remote education. All work returned will be acknowledged by the teacher (as positive feedback and acknowledgement serves a key function) with more detailed feedback given as appropriate for some pieces of work (e.g. with development points and next steps).

**Help is available**

Every child and every family circumstance is different and we are all continuing to live, work and learn in extraordinary and unprecedented times.

If you need help with any aspect of remote education, please do ask us. There is shared responsibility on schools and families to support children with their learning if they have to be at home and this cannot be taken lightly. However, the way we achieve this will develop over time and we are very clear that at the heart of it being successful is the wellbeing of the children, their families and our staff at school.

If your child is not accessing remote education, we are obliged to get in touch to offer support to enable them to do so. Please do not be offended if we do so! Please be open and honest with us about any barriers and we will do our best to help out.

**Improving our approach**

Each experience of remote education provides us with valuable information in terms of improving how well we go about it. Feedback from parents/carers, children and staff will all be taken on board regularly.

To help with this, we will be sending out surveys following on from periods of remote education to help us gauge how effective our strategies are and to plan for further improvement. Responses to these will always be treated confidentially and any results and feedback anonymised.

When giving feedback, your particular circumstances are bound to have an impact on your responses and this detail is valuable in building our bigger picture of what remote education looks like in homes across the Grange Farm community. Please do be aware that when we plan and improve our approaches and strategies, it is important that we do so with the breadth of the whole school community in mind.

**Using Google Classroom – Practical Support**

Google Classrooms is a tool we use to share work, tasks and activities on-line; it enables us to share things with you at home and for you to send completed work back to your child's class teacher.

Google Classrooms is available through a web browser (e.g. Google Chrome, Microsoft Edge, Safari). To sign in the first time you will need three things:

| | |
|---|---|
| Username | If you do not already have these or have forgotten them from a previous use, please email us at our "adminstaff" address and we will provide them. |
| Password | |
| Class Code Invite | |

The instructions on how to sign in are provided on the final page of this letter. The system is easy to learn but do let us know if you have questions about how it works.

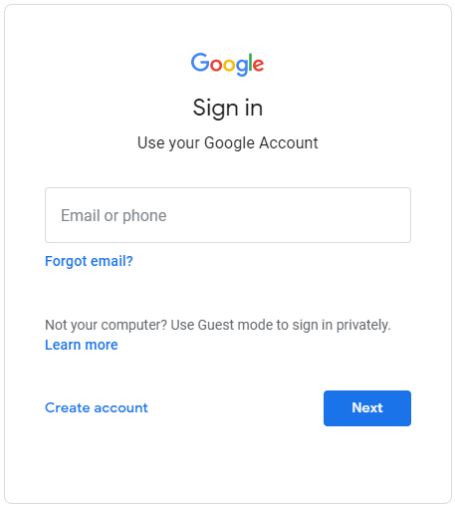
A particular thing to note is that children are not able to edit the documents that we upload – these could be printed off to work on or tasks can be completed on a separate piece of paper. You can take photographs of work to upload or scan it if you have the facilities to do so. Alternatively children can work on their own document (e.g. in Word) and upload that.

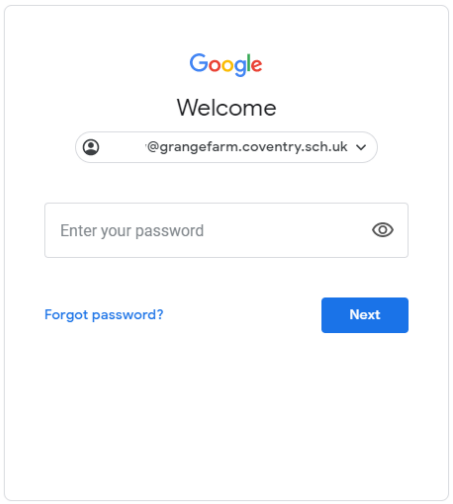
The use of Google Classroom will not involve us providing Google with any information aside from usernames and passwords and the only information that will be put onto the site will be children's work. Completed work will only be visible to your child's class teacher. Google's privacy notice can be found here: https://gsuite.google.com/terms/education_privacy.html. If you have any concerns about the use of Google Classroom as regards the General Data Protection Regulation, please let us know.

We hope that this provides you with all of the information that you need in order to use Google Classroom but please do let us know if you have any questions or issues.

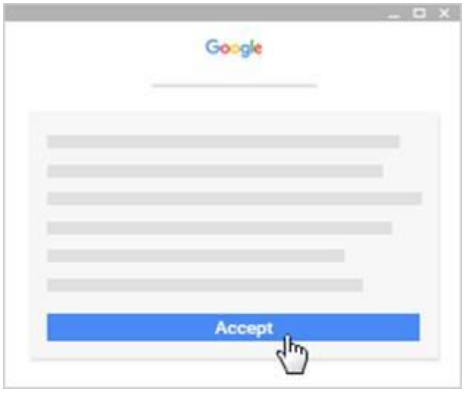
**How to sign into Google Classroom on a Computer or Internet Browser (on iPad/Android)**

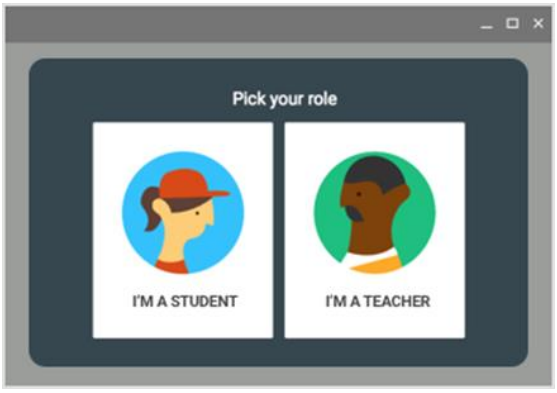
1. Go to classroom.google.com and enter the username in your school planner. Click “Next” to be taken to the next stage of the login.
2. Type in your username again and click “Next”. Then your password provided by the school.




3. If there is a welcome message, read it and click **Accept**.
4. On the “pick your role screen” please click “I’m A Student”




Note: If you do not see this screen, please click the + at the top right-hand side of the screen.

5. Enter your class code as provided by the school, then click “Join”.
6. You should then be taken to your class!

Please also feel free to download the Google Classroom app on iPad or Android if you prefer.