



Rathmore Primary School

Remote Learning Policy

Context

Rathmore Primary School has introduced Google Classroom as a way to enhance the learning experience of our pupils.

In the event of a school closure, staff at Rathmore Primary School will continue to provide education and support to our pupils using remote learning. As educators we are aware that we are bound by Safeguarding policies and procedures aimed at protecting not just the pupils in our care but also ourselves as professionals.

In this case, learning will be conducted using Class Seesaw (Nursery) and Google Classroom (P1-7). This will allow staff to keep in daily contact, in a professional and confidential manner with parents/pupils in their class.

Teachers will be able to schedule learning in a manner that does not overwhelm or concern our pupils. Teaching and learning can be tailored, changed and updated as time progresses, allowing for replication of classroom activity to the best of our ability.

Who is this policy applicable to?

- A pupil who is absent because they are awaiting test results and the household is required to self-isolate. The rest of the school bubble are attending school and being taught as normal.
- A child's whole class bubble is not permitted to attend school because of a positive test result.
- Whole School Closure

Flexibility

We realise that the circumstances that cause our school to close will affect families in a number of ways. In our planning and expectations, we are aware of the need for flexibility from all sides:

- Parents may be trying to work from home and so access to technology as a family may be limited
- Systems may not always function as they should

An understanding of, and willingness to adapt to, these difficulties on all sides is essential for success.

Procedures

Article 28 of the UN Convention for the Rights of the Child states that 'Every child has the right to an education'. In the case of long term closure, we believe that it is in the best interests of our pupils that we continue to provide structured support to the best of our ability.

Remote learning will only take place using Google Classroom (P1-P7). Staff will only use their professional accounts to access this system. The use of staff personal accounts to communicate with parents or pupils is not permitted.

Staff will use work provided equipment where possible. Where this is not possible teachers will ensure that they are using strong passwords and logging off or locking devices.

Online contact with pupils will not take place outside of the normal school hours.

That said, the work that pupils engage in during a period of closure cannot be considered as optional. Pupils and parents should consider the arrangements as set out in this document as highly recommended.

Behaviour Expectations

Staff will model safe practice and will conduct themselves online during remote sessions as they would in the classroom. All staff are expected to behave in line with existing policies and expectations.

This includes:

- Appropriate language
- Appropriate dress code
- Staff will not take or record images for personal use
- Staff will ensure during online live communication that personal information and/or unsuitable items are not visible
- All sensitive documents or tabs are closed when screen sharing
- Staff should record the length, date and attendance of any sessions held

Staff will remind pupils of behaviour expectations at the start of each session. These include;

- All pupils are on mute unless asking a question or asked to contribute
- Clear instructions on how to ask a question
- Use of the chat box disabled
- Appropriate dress code

Remote Learning Start Date

The first day of any extended closure will be used by teachers to prepare for the coming period and there will be no remote learning scheduled. The programme of remote learning will start from the second day of the period of extended closure.

Roles and responsibilities

Teaching Staff will:

- Share teaching and activities with their class on a daily basis through Seesaw (Nursery) and Google Classroom (P1-P7).
- All activities/teaching will be uploaded the previous working day.
- Continue teaching in line with the current, extensive planning that is already in place throughout the school.
- Give credence to the fact that learning remotely will be more difficult and therefore adjust tasks and provide additional instructions/support as necessary.
- Keep in contact with parents and pupils using Seesaw or Google Classroom only.
- Reply to messages, set work and give feedback on activities during normal teaching hours.
- Numeracy and literacy tasks to be completed must be uploaded as an assignment. The deadline should be set as 12 noon on the next working day. Other tasks can be open-ended.
- Take regular breaks away from the computer or iPad to engage in other professional duties as much as circumstances allow.
- If unwell themselves, will be covered by another member of staff for sharing of activities. Responding to and following up messages via Seesaw or Google Classroom will not be undertaken at this time; will recommence once the teacher has returned to work.
- In all communications adhere to our commitment to maintaining pupil well-being.

Pupils will:

- Be assured that their well-being is at the forefront of our thoughts and that they should take regular breaks, get fresh air, exercise and maintain a reasonable balance between online engagement and offline activities.
- Only access the material shared by their teacher and ask for parental permission to use technology for anything beyond that.
- Read on a daily basis, either independently or with an adult.
- Adhere to the behaviour expectations outlined.

Parents will:

- Support their child's learning to the best of their ability.
- Make the school aware if their child is sick and unable to complete work.
- Encourage their child to access and engage in learning set by the class teacher.
- Know that they can contact the teacher as normal, in a respectful manner, through Seesaw or Google Classroom if they require support.
- Check their child's completed work each day and encourage the progress that is being made.
- Be mindful of mental well-being of both themselves and their child and encourage their child to take regular breaks, play games, get fresh air and relax.
- Not join in any live sessions.
- Raise any concerns via the school's normal complaints procedures and not during a live session.

Messages, videos and teacher's posts should not be shared, by parents or pupils, on social media or any other platform outside of Seesaw or Google Classroom. If a breach occurs Governors will be informed and action taken.

Summary

Remote learning cannot replicate face to face teaching as by definition it is isolated and removed from class. Rathmore staff remain committed to each child's well-being and education. They will continue to make personal contact with parents regarding these two areas and encourage parents to continue to do the same. By home and school working together in this way we believe that despite these unprecedented measures, we will best support the well-being and education of our children.

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