Garvestone Home-School Remote Learning Guidance – January 2021

In line with the Department for Education statutory guidance, all primary schools are required to:
- Offer immediate remote education for pupils who need to self-isolate or in the case of a national lock down.
- set work that is of equivalent length to the core teaching pupils would receive in school, and as a minimum: 3 hours a day for KS1, 4 hours a day for KS2.
- provide frequent, clear explanations of new content, delivered by a teacher or through high-quality curriculum resources or videos
- Use an online platform that allows teachers to interact with their pupils and to provide assessment and feedback.
- Provide printed resources for pupils who do not have suitable online access.
- Provide frequent clear explanations of new content through high quality curriculum resources or videos.
- Gauge how well children are progressing through the curriculum through setting tasks and checking work.

Provision for school closure periods
The following guidance refers to the use of Class Dojo as a home-school communication tool during any school closure periods.

Aims:
- Minimise the disruption to pupils' education and the delivery of the curriculum through providing access to learning that mirrors that which would have been provided in school;
- Ensure consistency in the approach to remote learning for all pupils (Inc. SEND) who are not in school through use of quality online and offline resources and teaching videos.
- Provide clear expectations to members of the school community with regards to delivery of high quality interactive remote learning.
- Ensure robust safeguarding measures continue to be in effect during the period of remote learning.

Process:

Teachers will:
- Set a varied timetable of work including writing, reading, spellings/ phonics, maths and foundation subjects using a timetable approach. The following Learning Platforms, along with others, may be used to support teaching and learning:
  - Oak Academy
  - White Rose Maths
  - Mathletics
  - TT Rockstars
  - BBC
  -
- Be available during school hours to answer questions from parents/children to help support learning
- Contact families regularly through Dojo messages/phonecalls. Teachers will also use this as an opportunity to check on their pupil's well-being.
- Teachers will provide their own video inputs daily
- Provide feedback on work sent in by children. Teachers and TAs will provide ongoing feedback for core subjects, and for foundation subjects a lighter approach which may involve whole class feedback through a video or a 'class page' message. Marking can take place in a number of forms including, individual written comments, video feedback, ClassDojo awards, whole class feedback and possibly next steps. Due to workload pressures, staff will not be able to provide written feedback to every piece of work uploaded onto Dojo.

- Teachers will aim to reply on the same day to any messages sent during school hours (9.00a.m.-3.15p.m.) Messages sent after 3.15pm will usually be responded to on the following working day.
- Staff across the school will be touching base with families more regularly where:
  - they have a child with an ECHP
  - they have a child on the school's 'vulnerable' list and they are not in school
  - and where there has been little evidence of pupils engaging with online learning
- At times, subject leaders may provide whole school subject challenges which will be optional for pupils to partake in.

TAs will:

At school
- Support teaching and learning within class
- Help prepare resources where necessary
- May support the class teacher in making contact with a small number of children within the year group on EHCPs and on the school's vulnerable list and not in school, at least once a week.
- Continue to deliver interventions to children in school where applicable e.g. daily readers, phonics etc.

Working from home
- provide feedback on children's work through Class Dojo
- Support teachers in making contact with children with EHCPs and on the school's vulnerable list but not in school.

Parents/Pupils can:

Online Learning
- Access their allocated learning daily through Class Dojo
- Where there is more than one child in the house and not enough devices please let the class teacher know so alternative provision can be made (hard copies can be provided.)
- Complete the work set on the timetable each week, prioritising Reading, Writing and Maths where possible.
- Upload evidence of work completed daily where possible but no less than every other day.

Comments:
- Children can like the post of a teacher in the Class story.
- Children comment on a Class Story post with a positive comment.
  Example: 'It's fantastic seeing the great work everyone is doing!'

Portfolio:
- Students can post their classwork to their student portfolio through photos and videos. At times your child may complete work on other virtual platforms, the easiest way to submit any work completed on these is to take a screenshot and upload onto your child's portfolio.
- Any work that is submitted to the Pupil's portfolio will only be accessible by the Class Teacher/TA and the connected parents to that child's account.

Messages:
- Message your child's teacher if you want to share something positive from home or congratulate your child on something they have done for school work.
- Message your child's teacher if you have a small query or would like to find out something simple
- Do message your child's teacher on Class Dojo if your child has any minor worries, for example:
  - I found it hard to find home learning for Monday. Where can this be found?
  - How can I see the work my child has submitted to Class Dojo?
  - Where do I find the Class Story?

Appendix: Online Safety and Acceptable Use of ClassDojo

Online communication is a fact of modern life and we are using ClassDojo to support a strong link between home and school that enhances children's school experience. As stated in the school's acceptable use policies, we expect everybody to behave in a positive manner, engaging respectfully with the school and each other on ClassDojo, in the same way as they would face to face.

This positive behaviour can be summarised as being kind and polite and not making any posts which are or could be construed as rude, insulting, aggressive, bullying or otherwise inappropriate.

ClassDojo has been set up using parents' email addresses so that parents can use the app together with their child. We guide parents to see this as a shared experience where they are modelling to and supporting their child in learning how to use online communication well.

ClassDojo's Acceptable Use Terms

- You will not post unauthorized commercial communications (such as spam, promotional emails, or advertisements) on or through the Service.
- You will not upload viruses or other malicious code, files or programs.
- You will not collect, solicit or otherwise obtain login information or access an account belonging to someone else.
- You will not bully, intimidate, or harass any User or use the Service in any manner that is threatening, abusive, violent, or harmful to any person or entity, or invasive of another's privacy.
- You will not impersonate a ClassDojo for a School employee, or any other person, or falsely state or otherwise misrepresent your affiliation with any person or entity.
- You will not copy, modify, or distribute any text, graphics, or other material or content available through the Service without our prior written permission, or if such content is a User Content, the prior written consent of such User.

Breaches of this policy and of school AUPs (Acceptable Use Policies) will be dealt with in line with the school behaviour policy (for pupils) or code of conduct (for staff).

Further to this, where an incident relates to an inappropriate ClassDojo post by a member of the school community, we will contact the parent or staff member and delete the post/ request that the post be deleted as appropriate and will expect this to be actioned promptly.