



Part of the Minster Trust for Education



Remote Education Provision Policy

November 2023

Remote education provision: information for parents

This information is intended to provide clarity and transparency to pupils and parents/carers about what to expect from remote education at Holy Trinity C of E Infant School where national or local restrictions require entire cohorts or groups to remain at home.

For details of what to expect where individual pupils are self-isolating, please see the final section of this document.

The remote curriculum: what is taught to pupils at home?

A pupil's first day or two of being educated remotely might look different from our standard approach, while we take all necessary actions to prepare for a longer period of remote teaching.

What should my child expect from immediate remote education in the first day or two of pupils being sent home?

In the first two days of remote learning, children will be set activities via Class Dojo to work on independently, or with parental support. This will enable staff to organise home learning packs, and finalise the details and logistics of the remote learning provision, the timetable, and staffing arrangements.

In this instance a daily Teams invite will be sent out for each class towards the end of the school day, so that any questions, queries or misconceptions can be talked through.

Remote learning packs will be sent home with pupils, picked up from school where appropriate, or will be delivered to homes.

Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were in school?

At Holy Trinity, we will teach the same curriculum remotely as we do in school wherever possible and appropriate. In some instances, this will not be practical, for example in some PE sessions, as resources and spaces will be different at home and school.

The teachers will have completed the medium term planning for that half term, and this will be the basis of the curriculum objectives and lessons set. Where needed, the teachers will adapt planning to suit levels of progress.

Remote teaching and study time each day

How long can I expect work set by the school to take my child each day?

We expect and aim for remote learning (including remote teaching and independent work) to take pupils broadly the following number of hours each day:

Reception	1.5 - 2 hours each day	<p>To include (approximate timings):</p> <ul style="list-style-type: none">• Daily phonics session (20 minutes)• Daily maths session (20-30 minutes including independent work)• Daily literacy session (20-30 minutes including independent work)• Daily afternoon session (s) (RE, Topic, PE) (20-30 minutes including independent work)• Reading to/with adult and being read to by an adult. (10-20 minutes)• Play...indoors and outdoors...having fun! (lots of)• Lovely chats with adults/siblings about all sorts of things... to expand vocabulary (lots of)
Key Stage 1	3 hours each day.	<p>To include (approximate timings):</p> <ul style="list-style-type: none">• Morning starter (10 minutes)• Daily phonics session (20 minutes)• Daily maths session (45 minutes including independent work)• Daily English session (45 minutes including independent work)• Daily afternoon session (s) (RE, Topic, PE) (45 minutes including independent work)• Reading to/with adult and being read to by an adult. (10-30 minutes)• Play...indoors and outdoors...having fun! (lots of)

		<ul style="list-style-type: none"> • Lovely chats with adults/siblings about all sorts of things... to expand vocabulary (lots of)
<p>This may also include:</p> <ul style="list-style-type: none"> • Maths/Phonics/English games on sites such as Purple Mash, Phonics Play, Spelling Play etc. • Collective Worship Teams sessions • Catch up/social Teams sessions 		

Accessing remote education

How will my child access any online remote education you are providing?

As a school, we are using Class Dojo as the main communication tool for remote learning. Through the Class Dojo platform, we can send messages to the whole school, via the whole school page, to individual classes via class pages, or to individual families via the messaging facility.

The class weekly/daily timetables will be shared via Class Dojo, along with the activities set by teachers, any video links, and any Team invites for live lessons or meetings. For computing lessons this could include Purple Mash.

If my child does not have digital or online access at home, how will you support them to access remote education?

We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

- Any families that do not have suitable online access at home can contact the school via the school email (office@southwellholyltrinity.notts.sch.uk) or by phone (01636 812067) to make staff aware.
- The school will then provide the pupil with a laptop or ipad. This could mean picking the device up from the school site, or where needed, school will deliver it to the home.
- School will also provide where necessary, a router or dongle to enable internet connection. This could also be picked up from the school site or delivered to the home.
- If you require printed learning materials, please contact the school via Class Dojo, or the via the office email or school phone number, and this will be arranged for you to be pick up or to be delivered to the home.
- Any work that needs submitting can be done through the portfolio facility on Class Dojo, via email to the teacher, or where necessary, it can be dropped off at school or periodically

picked up by school. A facility to send work back through pre- paid postal delivery can also be discussed with families if needed.

How will my child be taught remotely?

We use a combination of the following approaches to teach pupils remotely:

- Live teaching (online lessons)
- Recorded teaching (e.g. White Rose maths lessons, Oak National Academy lessons, video/audio recordings made by teachers)
- Printed paper packs produced by teachers (e.g. workbooks, worksheets)
- Textbooks and reading books pupils have at home
- Commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences
- Project work and/or internet research activities

Engagement and feedback

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

- Please see our remote learning Code of Conduct. (appendix A)

How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

We hope that all of our pupils will engage daily with the remote learning that school is providing. As a staff team, this will be monitored through:

- Attendance of live meetings and lessons.
- Engagement with Class Dojo, ensuring that teacher posts are viewed, and engagement with staff takes place through the messaging service.
- Uploading/sharing completed work be it through Class Dojo, Purple Mash, or via email.
- Phone calls will be made to home where children are not engaging.
- Where parents have concerns or queries, they are encouraged to use Class Dojo to discuss with the teacher and if necessary arrange a Teams meeting, or phone call.

- Alternatively, parents can call the office during school hours (8am-4pm): 01636 812067

How will you assess my child's work and progress?

Feedback can take many forms and may not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others. Our approach to feeding back on pupil work is as follows:

- Work is monitored during live sessions and on our digital platforms: Class Dojo and Purple Mash. Children are encouraged to share completed work by uploading to their individual portfolio on Class Dojo.
- During live sessions, the teacher will be able to monitor progress, ask questions that will support formative assessment and may offer verbal feedback.
- When viewing work uploaded to Class Dojo portfolios, the teachers can provide feedback via the messaging facility.
- Work will be amended as needed in relation to the progress made by the children. This may include additional live support sessions, or further direction via Class Dojo messages.
- If additional challenge is required, teachers will plan activities for those particular children.

Additional support for pupils with particular needs

How will you work with me to help my child who needs additional support from adults at home to access remote education?

We recognise that some pupils, for example some pupils with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with parents and carers to support those pupils in the following ways:

- Any children with SEND funded at higher AFN/HLN will be invited to attend school where possible.
- Any children with SEND learning from home will be provided with differentiated timetables and work to meet their specific needs.

Remote education for self-isolating pupils

Where individual pupils need to self-isolate but the majority of their peer group remains in school, how remote education is provided will likely differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school.

If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?

- Teachers will send out the planned activities for that day via Class Dojo to work on independently or with parental support. Opportunity for catch up sessions over Teams will be offered.
- Teachers can also provide a work pack for the week or fortnight and reading books can be sent home.

Reviewed: November 2023

Next review: November 2025