



WESTON FAVELL CE PRIMARY SCHOOL

Remote Learning Policy

The attached Northampton Primary Academy Trust (“NPAT”) policy has been adopted as the policy of Weston Favell CE Primary School (“The School”) with the following riders to reflect the fact that The School is a standalone Academy in partnership with NPAT rather than being part of NPAT:

- References to “The Trust”/”NPAT”/”Northampton Primary Academy Trust” mean “The School”
- References to “NPAT Board of Directors” mean “The Governing Body of the School”
- References to “Headteacher”/”Principal”/”Chief Executive Officer” mean “Headteacher”
- References to “Local Governing Body” mean “Full Governing Body”

Committee/Person responsible	Full Governing Body
Date approved	April 2024
Renewal date	April 2026
Chair signature	Peter Halstead

Living, Learning and Growing Together in God’s Love

Jesus said, “I came to give life – life in all its fullness.”

We are a school rooted in God and our community through our founders.

We continue their vision to welcome, nurture and enable all to flourish and develop as unique individuals who share their gifts with each other and the wider world.

Aims

This remote learning policy for staff aims to:

- Ensure consistency in the approach to remote learning for children who aren't in school
- Set out expectations for all members of the school community with regards to remote learning
- Provide appropriate guidelines for data protection

Use of remote learning

All children should attend school, in line with our attendance policy. Remote education is not viewed as an equal alternative to attendance in school.

Children receiving remote education will be marked absent in line with the Pupil Registration Regulations.

We will consider providing remote education to children in circumstances when in-person attendance is either not possible or contrary to government guidance.

This might include:

- Occasions when we decide that opening our school is either:
 - Not possible to do safely
 - Contradictory to guidance from local or central government
- Occasions when individual children, for a limited duration, are unable to physically attend school but are able to continue learning, for example because:
 - They have an infectious illness
 - They are preparing for or recovering from some types of operation
 - They are recovering from injury and attendance in school may inhibit such recovery
 - Their attendance has been affected by a special educational need or disability (SEND) or a mental health issue

The school will consider providing children with remote education on a case-by-case basis.

In the limited circumstances when remote learning is used, we will:

- Gain mutual agreement of remote education by the school, parents/carers, children, and if appropriate, a relevant medical professional. If the pupil has an education, health and care (EHC) plan or social worker, the NPAT /local authority (LA) will also be involved in the decision
- Put formal arrangements in place to regularly review it and identify how to reintegrate the pupil back into school
- Identify what other support and flexibilities can be put in place to help reintegrate the pupil back into school at the earliest opportunity
- Set a time limit with an aim that the pupil returns to in-person education with appropriate support

Remote education will not be used as a justification for sending children home due to misbehaviour. This would count as a suspension, even if the pupil is asked to access online education while suspended.

The Remote Learning Curriculum

The infrastructure is in place for remote learning to begin straight away if whole cohorts are required to remain at home. Staff have the skills and facilities to set work remotely and all children from Years Reception to 6 have passwords to access this on Microsoft Teams. For those families who require laptops and internet access, they will contact the School Office and Family Support Workers will carry out door-step visits to loan resources to families for them to access remote learning.

WFPS would teach the same curriculum remotely as we do in school wherever possible and appropriate. This would be provided through a mixture approaches.

Some examples of these remote teaching approaches:

- Live teaching (if whole cohorts are required to remain at home)
- Recorded teaching (e.g. Oak National Academy, White Rose, BBC Bitesize, video/audio recordings made by teachers)
- Commercially available websites to support the teaching of specific subjects, including video clips
- Family tasks

For younger children, practical based learning will be used wherever possible.

Supporting children with SEN

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/carers to support those pupils.

As with children in school, work for children at home will need to be accessible and appropriate to their ability. Children who have an EHCP will need to continue to work toward the targets set out in their plan. Class based staff will be supported with this by the SENDCo. In some cases, children will work online with 1:1 support or in a group. The SENDCo will monitor the work set and be in regular communication with families to ensure we are supporting children in the best way possible.

Roles and responsibilities

Class Based Staff

When providing remote learning, teachers should:

- Provide children with access to remote education as soon as reasonably practicable
- Make reasonable adjustments for children with SEND to access remote education, where required, informed by relevant considerations including the support families will require and the types of services that children can access remotely

They are also responsible for:

- Setting work according to the needs of the child and the situation
- Providing timely feedback on the work set
- Keeping in touch with children who aren't in school and their parents
- Communicate regularly with Family Support Workers where relevant

- Report any safeguarding concerns with the usual protocol

Senior Staff

Are responsible for:

- Working with class based staff to support and monitor remote learning
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations
- Track and ensure every child who is absent and requires remote learning has access and appropriate arrangements in place.

Family Support Workers and Designated Safeguarding Leads

- Maintain regular communication
- Respond to any safeguarding concerns
- Families through regular welfare checks where relevant
- Contact by phone, parents whose children are not accessing the learning and offer support. Share information with teachers and senior staff
- Carry out doorsteps visits when children are not accessing online learning by day 5.
- Ensure Pupil Premium children are able to access free school meals each day

Office Staff/Family Support Workers

- Monitor absence and follow up reasons for absence with families
- Contact class teacher so that they are aware of who needs to start remote learning
- Contact families if required by the class teacher

Children and Parents/Carers

- Make the school aware if their child cannot complete work for any reason
- Seek help from the school if needed and set routines to support the child's education.
- Complete work to the deadline set by teachers
- Act in accordance with normal behaviour rules / conduct rules of the school (and any specific online behaviour rules where applicable)

Governing board

The governing board is responsible for:

- Monitoring the school's approach to providing remote learning to ensure education remains of as high a quality as possible
- Ensuring that staff are certain that remote learning systems are appropriately secure, for both data protection and safeguarding reasons

Data protection

Keeping devices secure

All staff members will take appropriate steps to ensure their devices remain secure. This includes, but is not limited to:

- Keeping the device password-protected with a strong password
- Ensuring the hard drive is encrypted – this means if the device is lost or stolen, no one can access the files stored on the hard drive by attaching it to a new device
- Making sure the device locks if left inactive for a period of time
- Not sharing the device among family or friends
- Installing antivirus and anti-spyware software
- Keeping operating systems up to date – always install the latest updates