

# St. Michael's CE Primary School Sydenham



## Remote Learning Policy

Shared with Governing Body on: January 2021

Signed (Chair): Beryl Fielder

Scheduled Review Date: tbc

This policy is written in line with the following policies:

- Online Safety Policy
- Safeguarding Policy

#### When will my child need to learn from home?

- If your child has to self-isolate because of coronavirus;
- If there is a local or National lockdown and the school is advised to partially close or your child has to shield;

#### Our remote learning platform

Our remote learning platform is called Classdojo.com and this can be accessed via the following website [www.classdojo.com](http://www.classdojo.com). Classdojo was used during the March 2020 lockdown and was chosen because it had already been used in school and is intuitive and easily accessible for all ages. Teachers and staff can communicate directly with their class, assign activities and provide a range of feedback. Students can respond and demonstrate their understanding using a variety of mediums - photos, videos, drawings, text and audio. Children cannot see each other's work unless it is shared by the teacher.

In order to keep children familiar with Classdojo and for new starters to build up their skills, we are now also using Classdojo for setting home work. In the event of a bubble closure or lockdown, children will also be provided with an exercise book and access to reading books and stationery (upon request).

#### How to access Classdojo

Every child has a Classdojo login details, including a QR code, which will give access to their online learning page. The home learning codes last for one year. If you do not have your child's home learning code or if this has been mislaid, a new home learning code can be requested from admin via our school email: [schoolmail@stmichaels.lewisham.sch.uk](mailto:schoolmail@stmichaels.lewisham.sch.uk)

#### What if you do not have access to Classdojo?

If you do not have access to the Classdojo platform at home, i.e. you do not have an IT device for your child to use at home or you do not have internet access, then you will need to email [schoolmail@stmicahels.lewisham.sch.uk](mailto:schoolmail@stmicahels.lewisham.sch.uk) so that we can try and support you with the resources that we have. The school will provide a learning pack in printed form and there will be an expectation for the children to complete these packs and the parent to mark the work. The completed work should then be sent back to the school, so that the class teacher has the opportunity to assess the child's progress and to acknowledge and reward as appropriate. We are also part of the Government's technology scheme, which is to help support our families who do not have access to ICT – once we have more information, we will let you know.

#### Individual isolation

If your child is isolating with COVID-19 symptoms or awaiting a test, our primary channel for communication and setting work will be Classdojo. Your child(ren) will be assigned a set number of tasks on this platform. The expectation is that your child should be completing their home learning for the day, unless they are not well enough to complete school work. If there is no response to the activities that have been set, without any explanation, further contact will be made to discuss the pupil's engagement with online learning.

#### National lockdown, local lockdown or bubble isolation

In the event of a bubble closure, all communication regarding learning for children will transfer to Clasdojo. Teachers will use this platform to communicate with children and parents. In the event of a whole-school closure, we will also use the school blog, which can be found on the website, as well as emails and text messages, to communicate key whole school messages to parents.

### Pupil engagement

To ensure the best learning outcomes, it is essential that your child engages with home learning and this includes responding to feedback. Pupil engagement will be monitored on a weekly basis and children who are not keeping up will be called by their teacher or teaching assistant to see if we can help. If low engagement continues, the family will receive a follow up call by a member of the Senior Leadership Team.

If you are concerned about your child's engagement with remote learning, please do not hesitate to contact the class teacher via your child's clasdojo account, or email to the school account ([schoolmail@stmichaels.lewisham.sch.uk](mailto:schoolmail@stmichaels.lewisham.sch.uk)) and we can get in touch via a phone call or zoom meeting.

Vulnerable children will also receive additional contact. If we are concerned about children's safety and mental health and well-being, a member of the Safeguarding team will contact the family.

Support for children with SEND will be overseen by the Inclusion Manager, Ms Asante. Please do not hesitate to contact her via the school office to discuss any queries or concerns.

It is vital at this time that we all work in partnership to give our pupils the best possible outcomes for the future.

### What are the expectations of our teaching team, the children and parents/carers?

#### Teaching staff are expected to:

- Post at least three lessons of daily online learning (Maths, English and one 'Wider Curriculum') by 9 am, on the class story, each day. Each 'lesson' will include a video element in order for teachers to clearly communicate the teaching of the main concept.
- Hold daily class Zoom check in sessions, to check-in with children and see how they're doing, talk about the work and have a chance to keep the links with their peers.
- Continue to attend school and teach the pupils of Critical Workers/ vulnerable children.
- Make contact with a parent if there has been a request from the parent to speak to the teacher.
- Teachers will assess the learning by commenting and communicating with the children on the pupil portfolio, and they are encouraged to do so in the working hours of 8.30am and 4.00 pm.
- Teachers will keep track of children's engagement each day and will call pupils who are not regularly posting work. This is to ensure children are accessing the learning and it is also the schools safeguarding obligation.
- Ensure there are stationary and exercise books available for collection, if it has been requested by the parent.

#### Children are expected to:

- Complete all their daily tasks to the best of their ability.
- Complete their learning in neat handwriting and check their work and correct mistakes as appropriate, just as they would do in school
- If they have any questions about their learning, first check with an adult at home.

- If they are still unsure they can check with their teacher using their portfolio or ask their parent to message them through ClassDojo.
- Keep all posts on ClassDojo appropriate and school related, this platform is about learning!

Parents are expected to:

- Distinguish between weekdays and weekends, to separate school life and home life.
- Help your child to create a daily timetable and stick to a routine, as this is what your child is used to at school. For example, eat breakfast at the same time each morning and make sure they're dressed before starting the 'school' day. Designate a working space if possible, and at the end of the day have a clear cut-off to signal school time is over.
- Support your child with their online learning.
- Show them how to access their daily learning on classdojo.
- Mark and discuss any work with your child.
- Message teachers if your child has a question about their learning (via your child's dojo account).
- Understand that teachers are still teaching and planning, as well as supporting their own families.
- Ensure messages or emails to teachers are respectful and appropriate.

If you have any further questions or problems regarding access to the platform or the teaching and learning please email [schoolmail@stmichaels.lewisham.sch.uk](mailto:schoolmail@stmichaels.lewisham.sch.uk) and we will do our best to help.