



Headteacher: Mr D. Stitcher BA (Hons), PGCE (Dist.), NPQH
Deputy Headteacher: Ms V. Moore BEd (Hons), NPQH

Remote Education Provision at St James' Blackburn Primary School

This guidance, in support with the Blended Learning Policy, aims to provide clarity for pupils, parents and carers of the provision offered for Remote Education during times of self-isolation and school closures due to the Covid-19 pandemic.

Remote Education: Bubble Closure/ School Closure

In the first instance, pupils' remote education might look different from the standard approach whilst school takes all necessary actions to prepare for longer periods of remote teaching. On the first day, this may involve shorter live sessions with their teacher to ensure all pupils can access Microsoft Teams and understand the processes of submitting work, asking for help etc. School aims to offer live lessons following the timetables as stated in the Blended Learning Policy and in the Remote Learning Guidance letter sent out to parents from the second day of closure.

Curriculum Offer

In periods of remote learning, school aims to offer a planned and well-sequenced curriculum so that knowledge and skills are built incrementally and pupils continue to gain knowledge and skills needed at each stage. Staff are clear about what is intended to be taught and practised in each subject. We aim to use a curriculum sequence that allows access to high quality online and offline resources and teaching videos, linked to the school's curriculum expectations. For example, pupils will participate in live lessons over Microsoft Teams for Core and Non-Core subjects. Maths and English lessons will continue to be delivered daily, with weekly Science, RE, PE and PSHE lessons. Other Non-Core subjects will continue to follow a two weekly timetable with lessons being delivered with a mixture of live, recorded and independent pieces of set work.

Content of lessons may be altered to accommodate the change in delivery. For example, the structure and content of art lessons may need to be adapted to allow for pupils not having access to specific art resources at home. PE lessons may need to be adapted to allow for individual participation and Music will be altered to accommodate for pupils not having access to specific musical instruments at home. Further information on the curriculum provision for your child can be found on the school's website and through the Curriculum Newsletters and homework grids.

School expects that remote education (including live lessons and independent work) will take pupils broadly the following numbers of hours each day:

	Approximate Time of Live Lessons	Approximate Time of Independent Work	Approximate Total Time
Early Years	Up to 1 hour 30 minutes	Up to 1 hour 30 minutes	3 hours
KS1	3hr 25 minutes	45 minutes	4hrs 5 minutes
KS2	3hr 25 minutes	45 minutes	4hrs 5 minutes

School will use a combination of approaches to provide remote education. These could include:

- live teaching (online lessons and break out rooms for smaller group work)
- recorded teaching (e.g. Oak National Academy lessons, video/audio recordings made by teachers)
- high quality curriculum resources or videos
- 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
- where appropriate, project work and/or internet research activities
- In some subjects, assignments may be set where appropriate

Accessing Remote Education

Pupils will use Microsoft Teams to access live lessons and work and resources to complete independently. Work will be submitted through Microsoft Teams and staff will give feedback where appropriate.

Further guidance on how to use Microsoft Teams can be found on the school website with supporting videos of how to download the app or access Teams through a search engine.

<https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/group-chat-software>

School recognises that some pupils may not have suitable online access at home. An audit of pupils' access to the internet or access to a device is regularly updated so that school can support all pupils if learning is needed to be completed remotely.

- Parents/carers can request a remote learning device or support with internet access by contacting the school office Tel: (01254) 698335 E-mail: office@stjames.blackburn.sch.uk
- Devices will be allocated via need and the school will work with families to provide a remote learning device. Devices have appropriate software and security software installed. A loan agreement will need to be completed before devices are issued.
- Devices will be issued for the full period of isolation or lockdown as needed. Once the child/ren return to school the devices must be returned.
- Learning packs will be supplied to identified pupils to provide additional support.
- School will support families who have no access to internet through 6GI connectivity.
- Work will be shared through Microsoft teams.

- School will support children with resources such as paper where needed.
- School may be able to offer support with access to pay-as-you-go SIM cards to hot spot to a home device and/or increasing mobile home data available on mobile phones. More information on eligibility to access this can be found <https://get-help-with-tech.education.gov.uk/about-increasing-mobile-data>.

After support has been given in trying to access remote education, if a pupil cannot access the internet or have a device, printed materials will be available in packs from the school office as a last resort. In rare circumstances that this may happen, a timetable will be devised for submitting work and collecting new work at drop off points. Additional materials for identified pupils with EAL or SEND, will be made available from the school office where appropriate.

We ask that pupils, parents and carers adhere to the Parent Pupil Protocol when using Microsoft Teams. Please see either the letter sent home to parents on Remote Learning Guidance or the Blended Learning Policy for further information.

Engagement and Feedback

School expects all pupils to access and engage with the live lessons over Microsoft Teams, unless school is aware of extenuating circumstances. Attendance registers will be completed in at least 2 live sessions a day and monitored by senior leaders in school. Staff will also monitor the occurrence of work submitted by pupils and staff may contact parents of children who have not attended or submitted work that day/ week.

To support your child with their remote learning, a similar routine to that of getting ready for school and logging into the registration session on Teams will be of benefit to them. Ensure that your child does access remote learning punctually, logging on to the system prior to the start time, and waits in the 'lobby' until the teachers starts the lesson. Make sure your child has a quiet, comfortable space to work in and has resources available to record their learning i.e. pen, paper/ exercise book.

School does not expect parents/ carers to support pupils in all of their learning during the live lessons, although younger children may need more support with initial logging in to the live lessons and submitting work. Parents/ Carers may need to support pupils in completing some independent work, although teachers will have instructed the pupils on how to complete this and will have taken into account the level of support needed whilst planning the lessons.

A daily review is available to allow pupils or parents to speak to the class teacher daily about any concerns they have over their child's remote learning. Staff will also inform parents of any concerns regarding engagement, behaviour or progress. This contact may be made through phone calls or calls made over Microsoft Teams to offer support.

Assessing Work and Progress

Feedback can take many forms and does not always mean extensive written comments for individual children. For example, whole-class feedback during live lessons or quizzes that are marked via digital platforms are also valid and effective methods. Self-assessment and marking is also an important tool for a pupil to gain feedback on their learning. The methods that school may use during remote learning:

- individual comments on work submitted through teams (paper copies where appropriate)
- self-assessment
- verbal feedback through the daily review session
- quizzes/ tests
- questioning from the teacher/ TA
- smaller group work

Pupils' progress will be monitored daily through the formative assessment in the live lessons and work submitted. Feedback will be given regularly through verbal feedback daily in lessons and submitted written work at least twice a week in Core Subjects.

Pupils will be asked to submit work through the assignments tab on Microsoft Teams. Depending on the type of task set this could be a photo/ scan of written work or a typed document. The Teacher and/or TA will then be able to view the work submitted and provide the pupil with written feedback. Teachers will also have a record of work submitted by pupils.

Additional Support for pupils with particular needs

School recognises that some pupils, for example, some 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 ensure that a broad and ambitious curriculum continues to be offered. School will support these pupils in the following ways:

- Support from staff in smaller break out rooms
- Extra physical resources and support materials sent home/ available on Microsoft Teams
- Regular contact with school through phone calls
- Advising and supporting parents/ carers
- Differentiated curriculum
- Working with outside agencies where appropriate
- Adapted timetables for remote learning where appropriate

School also recognises that families with younger children, for example those in Nursery and Reception, may find remote education a challenge. School ensures that there is a variety of live learning and videos that can be accessed at a suitable time and revisited where appropriate. School remains in contact with families to offer support with remote learning and concerns can be discussed. Daily learning review sessions offer a time for children to discuss their learning with a member of staff and offer support for parents/ carers with their child's learning. The school aims to promote the children's independence with remote

learning, to reduce the amount of support required from home as school recognises that this is a demanding time for all. We thank you for any support you can offer at home.

Pupils Self-isolating

Where individual pupils need to self-isolate but the majority of their peer group remains in school, the remote education offer may differ slightly from the approach for if the whole cohort is isolating. Pupils will have the ability to access live lessons from their classrooms, through Microsoft Teams. Timetables are amended to ensure that the pupils learning in the classroom and at home are in unison and allow teachers to coordinate classroom and remote learning. Having pupils who are self-isolating access the classroom live lessons ensures that pupils are taught a planned and well-sequenced curriculum with meaningful and ambitious daily in a range of different subjects at the same time as their peers. It also provides the pupils opportunities to have instant feedback with their teacher.

Conclusion

School is very aware of the challenges around remote learning and we are here to support families in any way possible. If you do have any concerns, please speak to your child's class teacher or contact the school office.