



**Policy for:**

**Remote Learning**

**Date Written: March 2020**

**Date Reviewed: February 2024**

**Next Review Date: February 2026**

**Headteacher: Mrs Penny Derries**

## The Grove School Remote Learning Policy

In the event of a school closure, the school is committed to providing continuity of education to its learners and will do so through a process of remote (online) learning. Extensive remote learning would apply particularly in a situation in which the school is closed for an extended period of time, but a high proportion of learners and teachers are healthy, and able to work as normal from home.

This policy does not normally apply in the event of short-term school closures (e.g. as a result of inclement weather) or a short-term learner absence. Remote learning may also be appropriate in situations when learners, in agreement with the school, have a period of absence but are able to work at home, at least to some extent. This may apply in cases such as exclusion from school, or longer term illness, assuming learners are able to complete school work at home. Another relevant instance would be if, following an infectious disease outbreak, learners are self isolating at home but are not suffering with relevant symptoms.

There is no obligation for the school to provide continuity of education to learners who absent themselves from school, with or without parental permission, in contravention to school or government guidance. This may apply, for example, if parents choose to take learners on holiday during term time. Similarly, this would apply if parents made the decision, without prior agreement with the school, to absent their daughters from school 'as a precaution', against official guidance, in the event of an outbreak of infectious disease.

Remote learning for individual learners Assuming an absence has been agreed with the school, and the learner in question is healthy enough to work from home, the school will provide work for learners who are unable to attend in person.

If this occurs for an individual learner, the collation of work and communication with the parent/carer will be coordinated by the learner's teacher or member of the Senior Leadership Team. Though every case will have its own specifics, a rough guideline for the frequency of communication between school and parent/carer may be once per week. Work will only be provided to learners in this way if there is an agreed absence lasting more than three working days.

If a significant number of learners are absent from school, but the school remains open, the Head will decide whether the method of remote learning operated will take the form outlined here, or as outlined below.

## Remote learning in the event of extended school closure

a) In the event of an extended school closure, the school will provide continuity of education in the following ways: a) Regular direct instruction from teaching teachers, with the ability of learners to ask questions online (via email)

b) The setting of work that learners complete, written responses (if relevant) completed electronically

c) The assessment of specific assignments that are submitted to teachers electronically and on which feedback is provided. Learners and teachers are expected to have access to the internet whilst at home; the school recognises that many families may not have home printers and will therefore not require the printing of material.

The School 360 platform will be used to deliver continuity of education with teachers also posting work in the Curriculum section of the website directly appointed to the child's class group.

Teachers must work on the assumption that learners will not necessarily have the full range of books and equipment that they would usually have in school. However, if advance notice is possible, teachers will instruct learners to take relevant equipment home, or for parents to ensure they have equipment needed at home.

The school does not expect learners to have access to any specialist equipment that would usually be provided by the school (e.g. science or art). Teachers should ensure they are able to scan or upload photos of important resources in case learners do not have access to them at home.

The school expects that parents have internet access at home to access remote learning resources, but teachers will make no presumption of the learner's ability to print at home.

Expectations of teachers should ensure they have effective internet and a phone connectivity at home. If this is not available for any reason, teachers can request a school device. The setting and assessment of remote learning tasks will take place in accordance with school and subject area policies.

Teachers should be available to contact parents if needed, by email or phone (when phoning from personal devices, dialling 141 before the number will ensure the teacher's own number is kept anonymous).

If contact is deemed excessive the line manager will be able to support and, if necessary, escalate to SLT. If parents ask for additional work beyond that set as part of the requirements above, subject areas should have a bank of general resources available and point pupils and parents in that direction.

Unless there are extenuating circumstances, teachers will be expected to be contactable remotely by colleagues, learners and parents.

All communication should take place during usual office hours, with no expectation for colleagues to read or respond to emails after 4.30pm, although responses should be made to electronic messages within one working day in normal practice. For those who are on part-time contracts, communication is expected only on the days on which they would usually work.

Emails must always occur via official school channels, and not through personal accounts or other websites.

**Pastoral care during a school closure** In event of a school closure, the primary responsibility for the pastoral care of a learner rests with their parents / carers. However, teachers (under the guidance of the Senior Leadership Team) should check in regularly to monitor both academic progress and their general wellbeing. Teachers will be expected to pass on feedback to Senior Leadership Team, particularly if there are concerns or a lack of communication.

**Safeguarding during a school closure**

In the event of a school closure, pupils, parents, carers and teachers are reminded that the school's Child Protection and Safeguarding Policy still applies to all interactions between pupils and teachers. In that policy, there are specifically prohibited behaviours and reporting obligations to which teachers must adhere, whether they are at home, in the community or at school.