



Holy Trinity C of E Primary Academy

Remote Education Policy

Vision Statement

At Holy Trinity CE Primary Academy, inspired by and rooted in Christian values and teaching, we nurture children to become aspirational, courageous, compassionate, and joyful young people.

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1 Statement of School Philosophy

1.1 Holy Trinity CE Primary Academy will always strive to be creative, innovative and to support our parents/children in the best way possible to make learning purposeful and challenging. Our strategy for remote learning continues this.

2 Aims

2.1 This Remote Education Policy aims to:

- Ensure consistency in the approach to remote learning for all pupils (Inc. SEND) who aren't in school through use of quality Online and offline resources.
- Include continuous delivery of the core school curriculum to all children should they be forced to remain at home due to medical advice relating to Covid-19.
- Support effective communication between the school and families and support attendance

3 Who is this policy applicable to?

- A child (and their siblings if they are also attending Holy Trinity) who is absent because they are awaiting test results and the household is required to self-isolate. The rest of their class are attending school and being taught as normal.
- A child's class is not permitted to attend school because they, or another member of their class, have tested positive for Covid-19.

3.1 Remote learning will be shared with families when they are absent due to Covid related reasons and will be uploaded at the discretion of the class teacher to best cover the specific absence and curriculum content missed.

4 Content and Tools to Deliver Remote Education

- 4.1 Holy Trinity uses the online learning platform “Moodle” to deliver remote learning to students in the event of their absence from the classroom. Teachers upload relevant work which can then be accessed on a computer, tablet, or smartphone. Children’s work can be submitted for marking through the same platform. The work that is uploaded is selected by the individual teacher to best meet the needs of the absent pupils and their families. This will include ‘work packs’ of maths, reading and writing work aligned to each year group, available for the first day of absence. Topic and theme work will be available from 24 hours after the notified absence.

5 Home and School Partnership

- 5.1 Holy Trinity wishes to work collaboratively with parents and carers to ensure that remote learning is as effective as possible for the children concerned.
- 5.2 We encourage parents to support their children’s work, including finding an appropriate place to work and, to the best of their ability, support pupils with work encouraging them to work with good levels of concentration.
- 5.3 Should there be any queries regarding the work set, parents should contact the teacher promptly via the Moodle messaging service. The teacher may not be able to respond immediately, as they may be engaged in teaching, but they will endeavour to reply as soon as possible. Parents and carers should keep messages short and factual and avoid “bombarding” the teacher with messages which do not pertain to specific tasks that have been set for their children.

6 Roles and responsibilities

6.1 Teachers

- When providing remote learning resources, teachers will be available during normal school hours (9am – 3pm). Parents and carers should not expect a reply to specific questions outside of these hours although teachers may answer these at their discretion.
- When providing remote learning, teachers are responsible for:
Setting work:
- Teachers will set work for the pupils in their classes, which will .
- The work set should follow the curriculum areas covered in class wherever possible.
- Providing feedback on work, teachers will respond to assignments that they have set using the feedback tools on Moodle.
- Keep in touch with pupils who are not in school and their parents:
- If there is a concern around the level of engagement of a pupil/s parents or carers will be contacted via phone to assess whether school intervention can aid engagement.
- Parents or carers should communicate with the teacher using the messaging tool on Moodle as outlined above.

6.2 Pupils and parents

- Staff can expect pupils learning remotely to:
- Complete work to the deadline set by teachers
- Seek help from teachers as required
- Alert teachers if they are not able to complete work
- Staff can expect parents with children learning remotely to:
- Make the school aware if their child is sick or otherwise can’t complete work
- Seek help from the school if they need it

7 Governing Body

- 7.1 The governing board is responsible for:
- Monitoring the school’s approach to providing remote learning to ensure education remains as high quality as possible
 - Ensuring that staff are certain that remote learning systems are appropriately secure, for both data protection and safeguarding reasons

8 Links with other policies

- 8.1 This policy is linked to our:
- Safeguarding
 - Behaviour policy
 - Child protection policy
 - Data protection policy and privacy notices
 - Online safety policy
 - Code of Conduct

9 Document History

Date	Description
September 2020	New Policy
September 2021	Review