

Contingency Plan for Remote Learning

<p>Introduction</p>	<p>This plan describes the shared commitment of the primary schools within the Haslemere Confederation to deliver high quality remote education in the event of school(s) being fully or partially closed.</p> <p>This plan was written jointly by the Head Teachers on 18th September 2020 in accordance with the most up to date DfE guidance and local safeguarding policies and procedures.</p>
<p>To enable teaching and learning to continue as effectively as possible during the need for remote learning:</p>	<ul style="list-style-type: none"> • We will make daily contact with children via Microsoft Teams/Google Classroom • We will not use live lessons but provide frequent and clear explanations of new content using high quality resources and pre-recorded videos • In the event that the whole class is at home, we will provide a weekly live tutorial for groups of up to 10 pupils at a time • Monitor the engagement of pupils’ learning and provide them with supportive feedback • Communicate regularly with families through email, text, phone calls and our website • We will expect pupils to complete all work set to the best of their ability • We will provide a broad and balanced curriculum which is age-appropriate and of equivalent length to the core learning pupils would receive during each school day.
<p>Our staff will:</p>	<ul style="list-style-type: none"> • We will provide a suggested weekly timetable for pupils • Daily learning activities and tasks will be shared on Microsoft teams/Google classroom • Provide appropriate feedback to pupils twice a week to support them with their learning • Teachers will check that work is submitted by each pupil and adjust the challenge of future tasks based upon their assessments • Set work on Microsoft Teams/Google classroom, which will become available at 9.00am each morning • Be available at designated times to respond to pupils’ questions about the work and to provide feedback • Contact parents if their child is not completing their schoolwork or their standard of work has noticeably decreased. • Monitor the academic progress of pupils with and without access to the online learning resources and arrange strategies for support accordingly. • Additional support will be provided for children with identified needs.
<p>Our pupils/students will be expected to:</p>	<ul style="list-style-type: none"> • Log on to the school’s learning platform each day • Complete the learning set by their teacher each day and upload it as requested by the teacher • Talk with their friends through Microsoft Teams/Google classroom • Use other online resources provided by the school such as Purple Mash

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Parents are responsible for:	<ul style="list-style-type: none">• Ensure their children are ready to learn each day• Support their children to complete all of the learning set• Liaise with school staff and seek support on behalf of their child when needed, with class teacher via email• Ensure courtesy and politeness to any member of staff within any communication• Provide access to the learning offered for their children• Ensure their children are safe online• Inform the school if their children are unwell and will not be accessing online lessons.
How to access work	<ul style="list-style-type: none">• Go online• Type www.office.com into the address bar• Sign into Office 365 using your username and password (this can be found in the reading record)• Click on Teams• Click on Assignments• View the assignment – this might be a video or a document• Save your child's completed assignment to your computer.• Click on add work to upload the completed assignment to Teams.• Click on hand in