



# **Rose Green Infant School**

## **Remote Learning Policy**

At Rose Green Infant School, we understand the need for continuous delivery of high quality education, including periods of remote learning – whether that be for individuals, a class or the majority of the school. We recognise the importance of maintaining high expectations and ensuring all pupils have access to the learning resources and support they need in order to succeed. The Governors are responsible for monitoring our approach to remote learning, to ensure education remains of a high quality.

This policy aims to:

- Minimise the disruption to pupils' education and the delivery of the curriculum
- Ensure provision is in place so all pupils can access high quality learning resources
- Ensure consistency in the approach to remote learning for those not in school
- Set out expectations for all members of the school community with regards to remote learning
- Raise parent/carer awareness with regards to the risks associated with using internet connected devices
- Ensure remote learning is adapted as appropriate, based on relevant and reasonable user feedback which benefits the majority
- Ensure all pupils have the provision needed to complete work to their best of their ability and to remain happy, healthy, safe and supported during periods of remote learning

Outside of a lockdown situation, if a child needs to self-isolate, remote learning planning will be in place within one school day, emailed to the family or available as a paper copy for collection.

### **Remote Learning Provision for whole classes or the entire school**

- A timetable for the week for each year group will be posted onto the school website each Monday morning.
- During a local or national lockdown, the planning will be supplemented with a range of videos and additional resources, which will be emailed home and/or posted on the website.
- For those who have no printer or limited online access, printed copies of planning and worksheets can be requested from the school office, to be collected each Monday afternoon onwards.
- Parents/carers will be signposted to online reading resources while children are at home.
- The school will endeavour to provide support for any families who cannot access remote education.

### **Providing Feedback and Communicating with Pupils**

Parents/carers are asked to email a scan or photo of completed work to the class teacher each day, to enable them to mark and where appropriate, give feedback to the child. All

returned work will be printed and placed into the child's exercise books, ready for when they return to school. If there has been no engagement within a period of a week, class teachers will ring parents/carers to discuss and support the re-engagement of the child in remote learning.

Teachers will also make videos for their class to see during lockdowns, to ensure the children know that their teacher is still at school, thinking of them and there to help them.

### **Communication with Parents/Carers**

Parents/carers are given their class teacher's email address at the beginning of the year and reminded of it at the start of any lockdown. During periods of remote learning, parents/carers can email the class teacher for support and/or advice and they class teacher will respond to their email within two school days. Parents/carers can also contact the school and request a phone call from a class teacher if needed. Parents/carers of children on the SEND register can also email or request a phone call with our SENDCO.

### **Online Safety**

- Parents/carers should remain vigilant if their child is using a device at home and accessing the internet.
- Parents/carers remain responsible for online safety and should have regular conversations with their child about what they are doing online. There are links to websites to support this on our school website:
  - <https://www.rosegreeninfant.school/website/e-safety/418769>
  - [https://www.rosegreeninfant.school/website/online\\_safety\\_when\\_learning\\_at\\_home/509294](https://www.rosegreeninfant.school/website/online_safety_when_learning_at_home/509294)
- Parents/carers should encourage their child to talk to them if they are worried about something online, and make sure they know what is acceptable to share online and what is not.

### **Data Protection**

We will always maintain the principles and duties in the General Data Protection Regulation at all times, as stated in our Data Protection Policy:

[https://www.rosegreeninfant.school/website/general\\_data\\_protection\\_regulations\\_-\\_privacy\\_notices\\_and\\_policies/418780](https://www.rosegreeninfant.school/website/general_data_protection_regulations_-_privacy_notices_and_policies/418780)

### **Complaints about Remote Learning**

Remote learning can be, for many reasons, very stressful. Some parents/carers may feel that the provision or resources are not how they think it should be. At Rose Green Infant School we always make our best endeavours to produce planning and resources for remote learning that will be accessible and meet the needs of the majority. We recognise that parents/carers are being asked to support learning when they are not teachers. We are happy to answer questions about why we are doing something in a certain way and we are happy to receive constructive feedback. We cannot however shape our remote provision to suit individual needs. There are always extensive thought processes behind our remote learning offer, which we are happy to explain. If parents/carers are then still unhappy with the response, they are welcome to follow the procedures set out in our [Complaints Policy](#). Please note that complaints around remote learning cannot be taken to OFSTED without first having gone through the school's complaints procedures.

This policy was written in September 2020 and updated in January 2021 to reflect changes in DfE guidance.

Reviewed January 2024

Date of next review: January 2025