

Home Learning Policy January 2021

Michael Faraday Primary School

In creating this policy, the staff and governors of Michael Faraday Primary School considered the current and ongoing guidance available to schools during a national lockdown which includes:

1. [Restricting attendance during the national lockdown: Schools](#)" DfE (January 2021)
2. [Review your remote education provision: Schools](#)" DfE (January 2021)

This resulted in 3 guiding principles that underpin this policy

- 1. All children are entitled to receive high quality remote learning experiences during a national lockdown.**
- 2. All children are entitled to have feedback about their learning.**
- 3. Consideration of staff wellbeing and workload throughout the pandemic.**

High quality remote learning

Teachers will set specific work via Google Classroom. All children will have their own logins.

EYFS and KS1 pupils will be set at least 3 hours of lessons each day. This will include one English lesson, one maths lesson, one phonics lesson and at least one other curricular area that covers the following subjects: Science, Computing, Art, DT, Geography, History, Music, PSHE, PE and RE. Teachers may add in additional activities (which include reading and handwriting activities). For younger children in Nursery or Reception, provision may be less than 3 hours per day.

KS2 pupils will be set at least 4 hours of lessons each day. This will include one English lesson, one maths lesson and other curricular areas which cover the following subjects: Science, Computing, Art, DT, Geography, History, Music, PSHE, PE and RE. Teachers may add in additional activities (which include reading and handwriting activities).

Core daily activities are set for children which are preceded with written instructions or prerecorded 'live' teaching either from school staff or from commercially produced sources (i.e. White Rose Maths, Oak National Academy etc) Teachers may also provide live teaching for specific sessions within the 3 or 4 core sessions.

All year groups, from Reception upwards, are invited to attend daily Google Meets which are live video meetings. The purpose of these meetings is for the teacher to set the scene for the day and go through the daily schedule answering any questions from children. The teacher will also discuss any misconceptions related to the learning.

As much as we are able to, we are following our whole school curriculum map which blocks some subjects (History, Geography, Art, and DT) into half termly provision. Therefore, not every curriculum subject will be covered in each half term.

If a child does not have access to a computer/laptop and/or the internet, the school will do all it can to support children and will provide sets of workbooks. Where funding can be accessed remote devices (e.g. laptops) and/or 4G connections will be sought, particularly for disadvantaged children. Parents will be reminded to make the school aware of any barriers to accessing remote learning. Some laptops are available to loan to families during periods of school closure.

Teachers will make a minimum of one weekly call to all children at home to ensure they are able to access learning and to enquire after their welfare.

Children are encouraged to use pencil/pen and paper daily so that their handwriting skills do not diminish as a result of prolonged device use and online learning. Teachers will also ensure that some of the activities can be accessed away from a screen.

Providing feedback

Work completed on Google Classroom can be accessed directly by the class teacher and will be responded to via the Google Classroom platform. Work can also be submitted by taking a picture of the work done on paper and uploading it to Google Classroom. Pupils can also send any completed work to teachers via their class mailbox address.

Teachers are on hand to offer support throughout the school day if they identify that specific children are struggling with particular issues. The use of the private comments in Google Classroom is the main way in which this is achieved.

The teacher will mark at specific times during the day and return the work to the child using Google Classroom. They will remind children that they need to read through their work to look at the comments that have been made or where corrections have been made.

Teachers will also assess children's progress using a variety of online techniques which include: Online quizzes, ongoing marking, tests as part of core daily activities and ongoing individual feedback.

Contact with pupils/ parents: Parents are able to contact teachers directly via class mailbox addresses. They can also contact the school via telephone or the school admin email address. Teachers will email back feedback if required, BCC copying the

Headteacher into any correspondence. Any response will be made within 48 hours. If teachers are unable to contact a child for a period of time, this will be referred to the safeguarding team.

Workload and staff wellbeing:

Teaching remotely during a national lockdown is very different to normal. There may be circumstances which make the provision of home learning difficult at times such as staff illness, family commitments, issues with technology.

Teachers will:

- Receive regular professional development in relation to remote learning.
- Have regular virtual meetings with whole staff and in smaller phase teams in order to share ideas and discuss any issues.
- Be available to respond to Google Classroom and parental enquiries during the normal school work day and not at all during weekends.
- Set specific times for work to be handed in and specific times when they respond to work.

Other considerations

Children attending school: During national lockdowns, children of critical workers and those who are vulnerable are still entitled to attend school. The contents of this policy applies to these children as well. This ensures that they are receiving the same entitlement as those not attending school. In addition, the children at school have the benefit of at least one teacher and several teaching assistants who can help them with their online learning throughout the day.

SEND and vulnerable provision: Children who are identified as vulnerable and have an Education, Health and Care Plan (EHCP) are entitled to attend school (see above paragraph) and work set for them is appropriate to their needs. Those who do not attend receive additional welfare calls from the school's SENCO who also ensures that work set for them meets their specific needs.

Engagement: Pupil engagement with remote learning is monitored daily by teachers and followed up with weekly welfare calls, private comments on Google classroom and calls from SLT to ascertain what barriers there might be. All pupils have been surveyed about access to technology and we have been able to provide, through our existing inventory and DFE orders, laptops to many families that we have identified with issues. Where technology cannot be accessed at all remotely the school is able to offer paper-based packs for parents to collect.

Safeguarding: Children, parents and staff will all read and agree to Google Classroom Protocols. Please also refer to Child Protection and Safeguarding Policy.

Data protection: When accessing personal data, all staff members will only use their official school email account and connect to the school network using their school laptop.

Sharing personal data: Staff members are unlikely to need to collect and/or share personal data. However, if it does become necessary, staff are reminded to collect and/or share as little personal data as possible online. All data collection will be compliant with GDPR guidelines.

Keeping devices secure: All staff will take appropriate steps to ensure their devices remain secure. Computers should be locked if left inactive for a period of time. Operating systems must be up to date and the latest updates installed.

Monitoring arrangements: Senior leaders will monitor the implementation of this policy regularly. This will be done by accessing Google Classroom and by liaising with individual teachers.

Links with other policies

This policy is linked to our:

- ✓ Child Protection and Safeguarding policy
- ✓ GDPR policy
- ✓ IT and Online safety policy
- ✓ Staff Code of Conduct
- ✓ Google Classroom Protocols