

Remote education provision at St Mary's Horsforth Catholic Voluntary Academy: information for parents

This information is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education if local restrictions require entire cohorts (or bubbles) to remain at home.

For details of what to expect where individual pupils are self-isolating, please see the final section of this page.

The remote curriculum: what is taught to pupils at home

A pupil's first day or two of being educated remotely might look different from our standard approach, while we take all necessary actions to prepare for a longer period of remote teaching.

What should my child expect from immediate remote education in the first day or two of pupils being sent home?

- Work will be made available for children via the school website under the home learning tab for Years 1 - 6. Children in Reception can access work via Tapestry.

Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were in school?

We teach the same curriculum remotely as we do in school wherever possible and appropriate. However, we may need to make some adaptations in some subjects for example in a science unit where there are a number of practical tasks that require equipment. We may teach a topic that comes later in the year if it translates to home learning better. We will provide access to high quality remote education resources.

Remote teaching and study time each day

How long can I expect work set by the school to take my child each day?

We expect that remote education (including remote teaching and independent work) will take pupils broadly the following number of hours each day:

KS1	3 hours - A combination of maths, English, phonics and one other subject.
KS2	4 hours - A combination of maths, English, spellings or reading and one other subject.

Accessing remote education

How will my child access any online remote education you are providing?

- We will use MS Teams to deliver our remote learning.
- All children have received their user names and passwords in October but should you have any problems accessing MS Teams, please contact the school office. office@stmaryshorsforth.org
- A how to guide can be found on the school website [Teams-guide+-+students.pdf \(squarespace.com\)](#)
- In Reception children access remote education through MS Teams and Tapestry.

If my child does not have digital or online access at home, how will you support them to access remote education?

We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

- Survey via Survey Monkey to identify any parents who require technology September 2020.
- We will provide printed resources, such as textbooks and workbooks for pupils who do not have suitable online access.
- Laptops and tablets can be loaned to families who require them, where available, using a loan agreement and [ICT acceptable use policy](#).

How will my child be taught remotely?

We use a combination of the following approaches to teach pupils remotely:

- English, maths and two other lessons will be live taught by the class teacher and recorded each day to allow parents who are unable to access meetings live to watch at a convenient time.
- Tasks will be uploaded by 4pm the previous day for the children to complete on the allocated day and complete any tasks set.
- Tasks will be available in files.
- Once work is completed, upload a photo of the work into the assignments tab for it to be reviewed by the class teacher. See guidance attached if you are unsure how to do this. [Teams-guide+-+students.pdf \(squarespace.com\)](#)
- Instant messaging will be available with the class and the class teacher from 8.55am-3.20pm. (There will be no communication during the teachers' lunch break 12pm – 1pm.)

Engagement and feedback

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

Staff can expect pupils learning remotely to:

- Complete work to the deadline set by teachers.
- Attend the live sessions wherever possible or watch the videos to support them to do their work.
- Ensure high standards of behaviour.
- Seek help if they need it, from teachers through the chat function on MS Teams or via the office email.
- 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 cannot complete work.
- Seek help from the school if they need it via chat function on MS Teams, contact with the school office or dedicated email address and information on the school website.
- Support the school in ensuring that their child adheres to the school's behaviour expectations for remote learning.

How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

- Staff to take a register twice a day to ensure all children are accessing online learning. Any child that misses more than 2 days of live sessions will be contacted by the class teacher to see if there are any concerns or support required.
- Staff to monitor submitted work for any children who are not submitting work. Any child that does not submit work for more than 2 days will be contacted by the class teacher to see if there are any concerns or support required.
- Assignments are marked each day by the teacher. Work will be returned if it needs to be completed to a higher standard.

How will you assess my child's work and progress?

Feedback can take many forms and may not always mean extensive written comments for individual children. Our approach to feeding back on pupil work is as follows:

- All work will be looked at by the class teacher and feedback given via MS Teams.
- If work needs to be adapted or improved, it will be returned via the assignments function.
- Any concerns will be addressed in feedback. If these are repeated concerns, the class teacher will contact the parent to see if any support is required.
- Instant feedback through live sessions with class teacher and chat function.

Additional support for pupils with particular needs

How will you work with me to help my child who needs additional support from adults at home to access remote education?

We recognise that some pupils, for example some pupils with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with parents and carers to support those pupils in the following ways:

- Where a child cannot access the work set through Microsoft Teams, the class teacher will send specific work and communicate with the parents and carers through email or chat function on Microsoft Teams.
- Vulnerable children and children with SEND, who are not in school are rung weekly by teachers.
- Any concerns or issues are recorded via CPOMs and SENCO made aware.
- The SENCo will have an overview of provision for children with SEND.

Remote education for self-isolating pupils

Where individual pupils need to self-isolate but the majority of their peer group remains in school, how remote education is provided will likely differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school.

If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?

- If a child is unable to access school due to self isolating, work will be made available for them via the school website under the home learning tab for Years 1 -6. Children in Reception who are self isolating can access work via Tapestry.
- All work will be uploaded for each week on the home-learning section of the website by Sunday at 4pm.
- This work will be in line with what is being taught in class at this time where possible.