

Luddenden CE School is focused on providing the very best for its community and shows this commitment by promoting an environment where we;

- trust and support each other to do our best
- inspire confident and independent learners
- make excellence the standard and reward success
- nurture health, self-respect and achievement
- celebrate difference, innovation and courage
- enjoy learning every day

Through our provision of high-quality remote learning we aim to engage and support all our families in playing an active role in achieving these aims at home when children are unable to attend school.

REMOTE EDUCATION PROVISION: INFORMATION FOR PARENTS

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

This guidance can also be followed where individual pupils are self-isolating.

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?

- In the first instance of pupils' absence families should refer to our general Home Learning Grids which are published on each class page on the school website; [Class Pages](#)
- These home learning grids are updated half-termly and provide a range of tasks and activities related to the children's current learning.

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.
- We have adapted the timing, focus and delivery of some aspects of our curriculum to make best use of high-quality online resources to enhance learning.

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 as a minimum:

- Key Stage 1 – 3 hours a day on average across the cohort, with less for younger children
- Key Stage 2 – 4 hours a day

ACCESSING REMOTE EDUCATION

We recognise that all our families have different home circumstances, devices and communication systems. As an inclusive school, we are fully committed to providing a flexible and varied approach in order to support all families in accessing remote education.

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

- Most digital learning materials will be shared via [Purple Mash](#). All pupils have personal log in details for Purple Mash.
- Remote teaching will take place using a combination of live and recorded lessons
- [‘Zoom’](#) will be used to deliver live teaching and live pastoral and educational support.
- We will supplement this with the use of email and the [school website](#)
- Pupils use Purple Mash in school

A guide to the expectations of pupils and parents during Zoom lessons can be found in Appendix 1.

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:

- Pupils will be provided with packs of printed materials if required. Just ask your child’s teacher or the school office. Packs can be delivered or collected from school.
- We have ensured that the resources used (such as Purple Mash, emails and the school website) can all be accessed via a wide range of devices including; mobile phones, tablets, laptops, some games consoles. Where pupils are using games consoles for remote learning; USB keyboards and spare computer mice are available on request from the school office.
- Work can also be shared between pupils and teachers via email, post or hand delivery. Feedback can also be provided by telephone.
- School staff will be maintaining good communication with families to make sure we find the most effective methods according to individual circumstances. Our provision will be reviewed regularly and remain flexible to accommodate any changing needs.
- A limited number of school-owned laptops are available for loan to pupils who do not have access to any digital devices. For more information contact the school office.
- We may also be able to provide devices that enable an internet connection. Contact the school for more information.

How will my child be taught remotely?

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

- live teaching (online lessons)
- recorded teaching (e.g. Oak National Academy lessons, video/audio recordings made by teachers)
- printed paper packs produced by teachers (e.g. workbooks, worksheets)
- textbooks and reading books pupils have at home
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences
- allocating independent and guided learning tasks across the curriculum
- provision of cross curricular and creative projects, family activities and pupil-interest led learning

We will vary the times of live learning wherever possible so that children in the same family can join the sessions.

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?

Just like in school, we expect that all pupils engage in remote learning and that they try their best to achieve what is being asked of them.

We also understand that home is a very different environment to school and that the demands of everyday family life (and parents/carers working from home) can sometimes make things more challenging. We hope that our suggested structures and timetables support families in managing effective and positive remote learning.

Again, we offer a flexible approach and ask that all parents & carers;

- Set a regular routine for remote learning – all classes have provided a suggested timetable. Try to use this if you can.
- Access as many live lessons and Zoom meetings as possible.
- Support your child with accessing Purple Mash, Zoom etc.
- Check that they are completing the weekly tasks set by the teacher and support your child in understanding what is being asked of them.
- Keep in regular contact with your child's teacher by any means convenient to you; telephone, email, purple mash. Let us know about any issues you could be having.
- Monitor your child's internet use to ensure they are keeping safe online.

More detailed, class-specific expectations will be shared directly with parents and carers by class teachers.

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

All teachers will;

- check every pupils' work and engagement every day
- keep attendance registers for each Zoom meeting.

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- monitor each child's contributions over each week and keep records

Where engagement is a concern, teachers will;

- email parents/carers in the first instance to check if everything is ok
- offer alternative methods of provision
- where no contact is received this will be followed up with a phone call

Prolonged non-engagement will be reported to the headteacher. Where teachers are unable to make contact with parents/carers this will be reported to the Safeguarding team.

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

Pupils' work will be assessed in similar ways to how it is assessed in class. Teachers will look at, read and check pupils' work, contributions to lessons and use a range of tasks and information to assess how they are performing. Work will be marked as soon as possible after it is completed and handed in. All work submitted on Purple Mash can be accessed and used to form assessment judgements.

Feedback will be given;

- daily wherever possible
- verbally, face to face (via Zoom) and in written forms to both individuals and groups
- online through Purple Mash

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; younger pupils and 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:

- Continuing to provide differentiated/personalised learning for pupils with SEND.
- Key staff maintaining good contact and communication with pupils and parents/carers .
- Maintaining a varied and flexible approach to remote learning.
- Providing clear guidance for parents/carers.

APPENDIX 1 – ZOOM RULES

Please be aware that remote live learning lessons are subject to the same school rules which apply in face-to-face lessons in school. By taking part in Zoom lessons you and your child are agreeing to adhere to the following;

- Log in promptly to remote learning lessons. Please note that if you are late for the lesson you can still join.
- Make sure that communication with teachers and other pupils is of the same formality expected in a normal classroom environment.
- An appropriate adult must remain nearby to support with engagement and ensure children are safe and using it appropriately.
- All participants must wear suitable clothing.
- Ensure you are in a quiet, safe and appropriate environment with minimal distractions. A bedroom is not likely to be a suitable location; a dining or kitchen table, if suitably quiet, may be appropriate.
- Ensure you are attentive and follow instructions of the teacher leading the lesson, treating others with kindness and respect, particularly where technical issues may arise during a lesson.
- End your session when your teacher indicates it is complete.
- You may not take screenshots or record lessons or any other online interactions.
- Meeting links must not be shared with others.
- Understand that usage of Zoom and Purple Mash can be monitored, logged and made available to school staff.
- All live chat must be related to the lesson.
- We recommend that pupil cameras remain on throughout the lesson.
- Sessions may be recorded for Safeguarding reasons.

10 Top Tips for Parents from the National Online Safety Agency can be found in Appendix 2.

APPENDIX 2 – TOP TIPS FOR PARENTS

At National Online Safety we believe in empowering parents, carers and trusted adults with the information they need to hold an informed conversation about online safety with their children, should they feel it is needed. This guide focuses on one platform of many which we believe trusted adults should be aware of. Please visit www.nationalonlinesafety.com for further guides, hints and tips for adults.



REMOTE EDUCATION 10 TOP TIPS FOR PARENTS

Remote education ensures continuous learning outside the classroom. For parents and carers, remote education isn't always straightforward and there can be a number of factors they need to consider, especially around ensuring their children feel comfortable and are familiar with the whole concept. That's why we've created this guide to help parents and carers support their child in getting the most out of their remote education experience.

1. TAKE AN ACTIVE INTEREST IN YOUR CHILD'S LEARNING

As a parent or carer, your school may have explained how remote education works already, but children may still need help. Take an active interest in their learning and help support them whenever they need a helping hand.



2. MONITOR YOUR CHILD'S COMMUNICATION AND ONLINE ACTIVITY

It's important to remind your child that despite being at home, the same level of behaviour and conduct exists as if they were at school. Encourage them to remain polite, remember their manners and not to post or send any negative comments just because they are behind a computer.



3. ESTABLISH A DAILY SCHEDULE AND ROUTINE

Working from home and trying to learn in a more casual setting that children might associate more with play and a degree of freedom might take a bit of getting used to. Try to stick to a daily routine and use the timetable/schedule that schools have sent home to help children keep on top of their daily learning.



4. ENCOURAGE SCREEN BREAKS AND PHYSICAL ACTIVITY AWAY FROM DEVICES

Remote learning will inevitably require more interaction with computers, laptops and tablets. Teachers will invariably advise on screen breaks; however, it doesn't hurt to keep a check on their time online or encourage them to get some fresh air/exercise.



5. ENSURE YOUR LEARNING DEVICE IS IN PUBLIC SPACE IN THE HOME

It's important to consider where your PC or laptop is placed if live video is being used. Try to keep the background neutral, with no personal information visible and move learning devices out of the bedroom as this could be deemed inappropriate.



6. IMPLEMENT SAFETY CONTROLS AND PRIVACY RESTRICTIONS ON APPS AND SOFTWARE

Dependant on how your school implements remote education, your child may be required to download certain software or apps. Whilst these are likely to be relatively safe to use, like any other new app or platform, parents should still implement safety controls as a precaution.



7. ENSURE YOUR CHILD ONLY USES OFFICIAL SCHOOL COMMUNICATION CHANNELS

It's important that all communication with teachers and school staff is directed through approved school channels, whether that be through the school's online portal or the relevant secure messaging site.



8. FAMILIARISE YOURSELF WITH RELEVANT SCHOOL POLICIES

Schools should have a policy on remote education that they can share with parents. Familiarise yourself with this and ensure you know what is expected of teachers and your child during lessons, both online and offline.



9. MAINTAIN FEEDBACK WITH TEACHERS

Engage in communication with teachers where possible, and try to feed back progress and development as well as any helpful suggestions around the learning process. Be transparent but remain professional and only use official channels to communicate.



10. MONITOR YOUR CHILD'S WELLBEING AND MENTAL HEALTH

Remote education will likely mean that your child won't get the same level of social interaction and might not see their friends for a while. Keep a check on their wellbeing and try to encourage them to get out as much as they can. Whilst learning from home might seem fun and exciting to start with, missing out on seeing their friends every day might take its toll.

