

# Loseley Fields Primary Contingency Plan for Remote Learning – A guide for parents

## Introduction

**FULL CLOSURE PLAN/ FULL BUBBLE CLOSURE:** Our key principle is that school is open either from home or from the building (Childcare). Learning is not optional and there is an expectation that children engage in the daily activities provided. SLT and TAs (on rotation) will run the childcare setting for children of key workers and vulnerable children at school to enable the teachers to be teaching and preparing work from their homes. In the event of a full or bubble lockdown, welfare calls would resume to families.

**INDIVIDUAL ISOLATION DUE TO COVID SYMPTOMS IN THEIR HOUSEHOLD:** When a child has to isolate because either they or a member of their family has to isolate, we ask the parent to notify the school so that we are aware of their first day of symptoms and we can monitor their return to school following the appropriate 10/14 day isolation period. Office staff will notify the class teacher, the SENDCo and the DSLs (if appropriate) of the child's absence so that we can provide work and wider support to the family as necessary. Parents will be able to access work for their child using the seesaw software from Day 2 of absence.

**SEESAW** – This is an online platform which allows the teachers to schedule the day's work at the appropriate time. It can be operated on any android or apple device. The children only need to be able to view the task and are not required to have to work from a screen to complete tasks. The children can work in their homework books, take a photo of their work which can then be upload onto Seesaw for their teacher to see. This system allows the teacher to review the work and provide written or verbal feedback for the children.

**ACCESS TO DIGITAL DEVICES** –We surveyed all our families to ascertain how much technology access had been a barrier during the March lockdown. We got 228 responses of which 100% said they had access to a suitable device, with about 50% of these saying that their children would need to share a device with a sibling. Access to the learning platform is needed to view work but children are able to complete the work using pen and paper and upload by taking a photograph. This should mean that there is not an over-reliance on the use of screen and enable families with multiple children to share devices. As when the school closed in March, we ask that parents contact the school and let us know if technology is a barrier to the children accessing learning and we will support you.

**Our staff will (in the event of a total lockdown or bubble isolation):** *(what pupils and parents can expect from staff here)*

- *Provide a live morning welcome to the children each day (using a staggered start approach to help families with multiple children);*
- *Introduce each session of core teaching (KS1&2 this will be guided reading, writing and maths and EYFS will be daily phonics, daily maths and modelled writing). This will be either as a pre-recorded introduction or live using Zoom;*
- *Teachers will set tasks to complete using the SeeSaw platform. This will be a broad curriculum consisting of English and maths in the morning and the other curriculum via our 'homework grid' approach.*

**Our staff will (in the event of individual isolation):**

- *Make available their timetables, lesson plans and weekly tasks on the SeeSaw platform by day 2 of absence;*
- *Provide feedback to the children on the work submitted;*
- *Staff will only upload new work when the work set has been completed at uploaded for feedback;*
- *Staff will communicate with parents when work is not being completed in an effort to secure engagement and support with any issues families may be having.*

**Our pupils/students will be expected to:** *(what the school expect from our pupils)*

- *Log in to any live teaching sessions and engage in the learning as expected in class;*
- *Complete the tasks set by the teacher and upload them onto SeeSaw for teacher feedback;*
- *Respond to teacher feedback as requested.*

**Parents are responsible for:** *(what the school expects from our parents)*

- *Supporting the children in using the Seesaw app to complete their homework task this term so that in the event of lockdown or isolation the children are able to access work readily*
- *Helping the children to complete tasks and upload work as necessary*
- *Communicating effectively with school staff if you require help in any way, including if you are struggling to engage your child so we can provide support in a timely manner.*
- *Reporting absence or sickness using the school, policies ensuring that we have all the relevant information needed in order to safeguard the health of the whole community.*

**How to access work**

*Please see the school website (parents/homework) for details of how to access the SeeSaw website. You will also find a detailed parents' guide to help you use this platform productively. Children will be sent home with an exercise book so they have the resources needed. Parents will be given a unique code in order to get started on the seesaw platform. Please note that for security they will expire after a few days and so we ask that you log on and set up as soon as these are sent out to parents.*

**Vulnerable and Key Workers**

*In the event of a total lockdown we will be once again providing a childcare facility in school to support our families at the front line of fighting COVID-19 and vulnerable pupils which includes those families with social workers or have an EHCP. At such time, the school will consult the latest government guidance as to who would be eligible for this provision. This will be communicated to parents.*