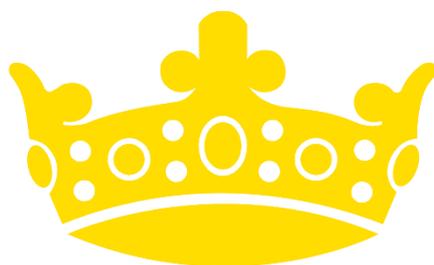# Manorcroft Primary School

Remote Education Provision

Remote Education Provision

The information in this document is intended to provide clarity and transparency to pupils and parents/carers about what to expect from remote education when national or local restrictions require entire cohorts (or bubbles) to remain at home.

For details of what to expect when individual pupils are self-isolating, please see the final section of the document.

There is a comprehensive section on the school website to support all families with remote education:
Learning / Remote Education
Here you can find all our overviews, help guides, additional resources and year group specific information.

COMMUNICATION	
How can I contact the school during periods of remote learning?	• All general enquiries can be directed to the Admin Team who will be available each day between 8am - 4pm: 01784 432155 info@manorcroft.surrey.sch.uk • If you have any queries about your child's learning or wellbeing, accessing Google Classroom or other resources, then class teachers can be contacted via the year group email accounts, eg. Year1@manorcroft.surrey.sch.uk *Please note, the teaching team will monitor these email accounts between 9am - 4pm, weekdays only.* • If you need to speak to a member of the Senior Leadership Team or a DSL (Designated Safeguarding Lead), then they can be contacted via the Admin Team.
THE REMOTE CURRICULUM - WHAT IS TAUGHT TO PUPILS AT HOME	
What should my child expect from immediate remote education in the first day or two of pupils being sent home? *(bubble or whole school closure)*	• A child's first day or two of being educated remotely might look different from our standard approach, while we take all the necessary actions to prepare for a longer period of remote teaching. • Learning will be made available on the following platforms: Purple Mash, My Maths and TT Rockstars, or Tapestry for YR children. • Children will be set tasks that are easy for them to access - all login details are available in your child's Reading Record (YR-Y2) or their Weekly Diary (Y3-Y6). YR parents have already been provided with Tapestry login details. • If possible, we will try to send home your child's purple Home Learning Book (Y1-Y6), their pencil case, PE Kit and any other resources they may have in school.
Following the first few days of remote education, will my child be taught broadly the same curriculum as they would be if they were in school?	• As a school, we are committed to providing engaging, high quality learning for all our children. • We will aim to teach the same broad and ambitious curriculum remotely as we would do in school. However, we may need to make adaptations in some subjects, eg. MfL, Music and PE. Lesson content will be adapted according to the resources that parents will have available at home. • The full curriculum overview can be accessed on the school website: Learning / Curriculum • Here you can find the end of year expectations, the long term overviews for each year group, Knowledge Organisers, Book Lists and additional ideas to support the cross-curricular projects.

ACCESSING REMOTE EDUCATION	
How will my child access any online remote education the school is providing?	• We will be using Google Classroom as the platform for our digital remote education offer. • Every child has their own personal login and is a member of their virtual classroom. • Lessons and the Daily Meeting links can be accessed from the 'Classwork' tab, where everything will be organised by day/week. The 'Stream' tab is where daily announcements will be posted, eg. the morning register and any general messages the teaching team may wish to share. • Other online resources that children may be signposted to access include: Purple Mash (YR-Y6) My Maths (Y1-Y6) TT Rockstars (Y2-Y6) Tapestry (YR)

If my child does not have digital or online access at home, how will the school support them to access remote education?	• We recognise that some children may not have suitable online access at home. We will therefore take the following approaches to support those pupils to access remote education provision:
	  ➢ *The school has been allocated a small number of Chromebooks that can be loaned out to children, in order to help them access Google Classroom. This will be done according to need, based on how many other devices are available in the home and the number of siblings needing to share.*
	  ➢ *Parents/carers are asked to contact the school, either by emailing the Admin Team or via the year group email accounts, notifying staff of any struggles they may be having. This information can then be cross-referenced against original survey data that has been collected.*
	  ➢ *If families are struggling with limited internet access, then the school can also support with the Government sponsored initiative, temporarily increasing data allowances on mobile devices - again, parents/carers are asked to contact the school.*
	  ➢ *We will be keeping printed resources and worksheets to a minimum, however these will be available if necessary, and can be collected from the school.*
	  ➢ *Where needed, the school will also provide extra resources such as exercise books, paper, stationery, etc.*

How will my child be taught remotely?	• Our remote education model will be mainly asynchronous. This means that lesson content and resources will be pre-prepared by the teachers and uploaded by 8am daily to Google Classroom.
	• These lessons can then be accessed at different times throughout the day, which will allow the children flexibility to share devices and work at times that suit the family day.
	• Learning does not need to happen at the exact times suggested on the example timetables.
	• We will ensure that there are some daily synchronous (live) features, such as the daily class meeting, story time sessions, 'live' feedback in the form of individual written notes or recorded sound files to the children, the use of chat and jamboard features, etc.
	• Teachers will make use of a variety of resources to support the delivery of remote education. For example:
	  ➢ *Pre-recorded video/audio content created by the teaching team*
	  ➢ *Links to recorded lesson content delivered by the DfE online school - Oak National Academy*

> ➢ *Links to specific resources available on our licensed websites - Purple Mash, My Maths or TT Rockstars*
> ➢ *Independent activities involving worksheets, scaffolds and prompts*
> ➢ *Printed paper resources where necessary*
> ➢ *Links to the on-going half termly cross-curricular projects and extended research opportunities*

REMOTE TEACHING AND INDEPENDENT LEARNING TIME EACH DAY

How long can I expect work set by the school to take my child each day?	• Total teaching and learning time each day includes the children accessing the resources, reading through the expectations and completing the tasks, either with support or independently. • In YR there will be 3 activities set for your child to access each day; these will take between 2-3 hours to complete in total. • In Y1-Y2 children will be set an English, Maths and Foundation lesson each day; these will take approx. 3 hours to complete in total. • In Y3-Y6 children will be set an English, Maths and Foundation lesson each day; these will take approx. 3 hours to complete in total. Additionally, KS2 class teachers will also set a 30-minute PE activity, as well as another 30-minute activity linked to wellbeing. This takes the total teaching and learning time to 4 hours a day. • Every year group will also have a timetabled 30 minute 'Daily Meeting' with their class teacher via Google Meet. • Please see below for an example timetable:

Time	Activity	Ideas
Before 9am	Wake Up	Eat breakfast, make your bed, get dressed, etc.
9 - 9.30am	Daily Physical Activity	eg. Joe Wicks, Super movers, iMoves, Jump Start Jonny, Go Noodle, Cosmic Yoga, 10 Minute Shake-Up (links on the school website)
9.30 - 9.45am	Registration	Log-in to Google Classroom and complete the Daily Register form on the Stream
9.45 - 10.45am	Academic Time	Phonics/Grammar/Spelling & English Lesson set within 'Classwork'
10.45 - 11am	**Morning Break**	
11 - 12pm	Academic Time	Maths Lesson set within 'Classwork'
12 - 1pm	**Lunchtime**	
1 - 1.30pm	Quiet Time	Reading, Spellings and Times Tables Practise, or puzzles, colouring, Sudoku, etc.
1.30 - 2.30pm	Academic Time	Foundation Subject Lesson set within 'Classwork'
2.30 - 3.15pm	Afternoon Fresh Air	Get outside - family walk, play a game, ride your bike, etc.

ENGAGEMENT & FEEDBACK

What are the school's expectations for my child's engagement and the support that we, as parents/carers, should provide at home?	• The expectation is for all children to engage in remote learning as they would engage at school. • Children, with support if appropriate, need to make every attempt to undertake the three to four activities/lessons each day. Work should be completed to an acceptable standard and where possible, 'turned in' daily via the Google Classroom platform. • Whilst it is appreciated that parent/carer commitments at home will vary, there is an expectation that all parents will support their child in accessing the remote learning the school is providing.

	• When joining a Google Meet session, children will need to follow the 'Google Meet Rules' which will be shared and published within the virtual classroom. • All children must follow the expectations of the Behaviour Policy and school values when working remotely.
How will the school check whether my child is engaging with their work and how will I be informed if there are concerns?	• The teaching team will keep a daily register of attendance, ie. who is logging into Google Classroom and a daily register of work being completed. • If a child who is expected to be working remotely hasn't been 'seen' online for 2 days then teachers will make contact with the parent/carer to discuss any further support that may be required. • If necessary, attendance/engagement issues will be flagged to SLT who will follow up as appropriate. • Possible solutions to a lack of engagement include: ➤ *Telephone/email support* ➤ *Signposting to HSLW* ➤ *Offering 1-1 training for parents on using Google Classroom* ➤ *Options for loaning a Chromebook from school* ➤ *Possible attendance in the Emergency Provision on site*
How will the school assess my child's work and progress?	• Feedback takes place in many forms in school, for example teachers often give 1-1 verbal feedback to individual children, group/whole class verbal feedback during lessons, as well as the more traditional written feedback. • During remote learning, feedback will look slightly different. Some of the strategies used will include: ➤ *Whole class feedback at the start of the next lesson (via slides or voice notes)* ➤ *Individual feedback on work - verbal or written* ➤ *Asking children to complete quizzes* ➤ *Grades against Success Criteria* ➤ *The use of rubrics* • Teachers will provide individual, personalised feedback to children on one of the three main lessons each day. This may involve making improvements as well as celebrating achievements. • The other lessons will still receive feedback, however this will be in other forms (see examples above). • All lessons will have a due date published, allowing 48 hours for completion. There is no expectation for teachers to provide feedback on any work handed in after this time.
ADDITIONAL SUPPORT FOR PUPILS WITH PARTICUALR NEEDS	
How will the school 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 those children 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 will work with parents/carers to support those pupils as best we can. • School places in the Emergency Provision on site will be made available for all children with an EHCP and any other children on the SEND register who may be struggling at home. • Class teachers and the school SENCo are available for parents to contact if extra support is required. • All tasks set will be differentiated, allowing children to access the learning as independently as possible (eg. the use of the 'Chilli Challenge').

	- Teachers will be available through the chat functions within Google Classroom to support with the learning. - SLT will continue to monitor the provision for all children, including SEND, ensuring that work has been appropriately differentiated, and the needs of the most vulnerable learners are being met.

REMOTE EDUCATION FOR INDIVIDUAL SELF-ISOLATING PUPILS

If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?	- Where individual children need to self-isolate but the majority of the bubble/class/year group remains in school, the remote education offer will differ. - This is because the expectation is that the staff team will be required to work on site, delivering face-to-face teaching and learning to those children attending school. - You will be sent home an overview guide containing a suggested timetable and the lessons your child will need to complete each day (this will be personalised to your child, according to their year group and the current curriculum objectives). - The remote learning will mainly be delivered via Oak National Academy resources, supported by websites licensed by the school. - Your child will be expected to return their completed work to school after their period of isolation has finished.

Policy Agreed: January 2021
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