

**Braidside Integrated Primary**

**and Nursery School**

**Remote Learning Policy**

Mrs C Fulton

 Oct 2020

 (review Oct 2023)

**Introduction**

In the event of long term closure, BIPNS staff will continue to provide education and support to our pupils using remote learning. In this case all learning will be conducted using SeeSaw (Nursery and Foundation) and Microsoft Teams for P3-P7. This will allow staff to keep in regular contact, in a professional and confidential manner with each pupil in their class. Teachers will (as far as is possible) schedule work daily whilst some tasks may be weekly, ensuring continuity of key skills being taught to the children via the tasks set. This learning will be respectful of a home learning environment. Teaching and Learning through the use of SeeSaw and Teams allows for replication of the classroom activity to the best of our ability. The aim of maintaining Mental Health and Well Being will permeate all our communications.

**Flexibility**

We realise that the circumstances that cause our school to close will affect families in a number of ways. In our planning and expectations, we are aware of the need for flexibility from all sides: parents may be trying to work from home and so access to technology as a family may be limited; teachers may be trying to manage their home situation and the learning of their own children; systems may not always function as they should. An understanding of, and willingness to adapt to, these difficulties for the whole school community is essential for success.

**Expectations**

In the case of long term closure, we believe it is in the best interests of our pupils that we continue to provide structured support to the best of our ability. Bearing in mind the need for flexibility, we understand that work may be completed out of sync with when it is shared, therefore deadlines will be set but with flexibility of late ‘hand ins’/ submissions.

Pupils’ work set online remains consistent with their key learning skills across our Braidside curriculum as directed by Northern Ireland Curriculum and CEA. It is essential that all class tasks set are not viewed as optional, but are in fact, necessary. Just as school attendance is obligatory, so is continued remote learning. Pupils and parents should consider the arrangements as set out in this document as HIGHLY RECOMMENDED.

**Remote Learning start date-**

The first day of ANY extended school closure will be used by teachers to prepare for the coming period and there will be no remote learning scheduled. The programme of remote learning will start from the second day of the period of extended closure.

**Roles and Responsibilities**

***Teaching staff will-***

* Upload tasks on a predominantly weekly basis via the remote learning platform for your child’s year group.
* Continue to deliver curriculum focusing on the key skills, that are already in place within Braidside and benchmarking of core curriculum areas
* Be mindful of the fact that learning remotely will be more difficult, so tasks will be shortened and supported in smaller steps to allow for this.
* Keep in contact with parents/pupils through Braidside Facebook, website, school text, SeeSaw and Microsoft Teams (MST).
* Reply to pupils work related communication, set work on activities during normal teaching hours – 8:55am - 2:55pm.
* Check work related emails at least twice a day 9am/1pm approx.
* During normal teaching hours adequately plan, prepare, research resources for home learning.
* Make allowances for asynchronous learning and will not set deadlines for completion of activities, understanding that the circumstances leading to our closure will affect families in a number of ways.
* Take regular breaks from the computer/I-Pad to engage in other professional duties as much as circumstances allow.
* If teachers are unwell themselves, activities may take the form of paper copy, remote learning- using TEAMS and/or shared on BIPNS website, or scanning and emailing of documents.
* Adhere to the school’s E-safety Policy, social media policy and ALL relevant safeguarding policies. (Available either on Braidside website or on request from the school office)

***Pupils will-***

-Be assured that wellbeing is at the forefront of our thoughts and they should take regular breaks, get fresh air, exercise and maintain a reasonable balance between online engagement and offline activities.

-If remote learning tasks can only be accessed in the evenings, it is understood that the children may potentially be working a day behind what has been shared through the school on any given day.

-Only access the material shared by their teacher and will ask for parental permission to use technology for anything beyond that.

-Read daily with an adult and independently.

- Practice number bonds/times tables/ mental maths/spelling/jolly phonics tasks daily.

- Consider using the school closure time to learn a new skill, follow their own interests to discover more about the world around us or be creative.

- Adhere to school’s E-safety policy, Social Media Policy, Remote Learning policy, and all relevant safe guarding policies.

- Browse/access documents and info using SMART/THINK/BIPNS posters attached to this policy.

***Parents will-***

-Support their child’s learning to the best of their ability.

-Encourage their child to access and engage with the school remote learning programme posts from their teacher- give feedback on work completed and submitted.

- Assist children in the submission of completed tasks for teachers to evaluate.

-Not screenshot or copy any information, messages or posts to share on social media or any other platform outside of school website/remote learning programmes.

-Not communicate online using their child’s login details and account. It is strictly prohibited for parents to use these platforms for any form of communication.

-Know they can contact their class teacher as normal through the staff professional email (C2k) ONLY if they require support of any kind.

- Check their child’s completed work each day and encourage the progress that is being made.

- Establish a daily routine and work pattern that works for their child, household and job/childcare requirements. It is encouraged that this reflects the school day hours where possible.

-Be mindful of mental well-being of both themselves and their child and encourage their child to take regular breaks, play games, get fresh air and relax.

**Home/School Agreement regarding Conduct for Remote Learning**

In the event of full class isolation, and where deemed necessary for class teachers to connect with my child in a class Teams Call, I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (parent)

1. give permission for a class Teams Call to be held with my child as attendee
2. understand that any TEAMS CALL is for the purpose of pupil engagement only. Please refer to our BIPNS E-Safety and Social Media policies, regarding parent and pupil responsibility for Online Safety.
3. understand that NO recording of ANY form is permitted in order to ensure safeguarding measures are attended to.

Parent signature :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ICT Co-ordinator: Mrs Clair Fulton

Review date for policy: October 2023

Principal: Ms Julie McAuley