

Remote Learning Plan:
Whole Class Self-Isolating

Parent & Carer Guidance
December 2020

A whole class is self-isolating: key messages

This plan sets out our approach for the provision of remote education for pupils **when a whole class is required to self-isolate**. It sets out our contact with you while your child's whole class are self-isolating. It should be read in conjunction with our "[Google Classroom Guidance](#)" that sets out where the work is hosted, how to access work and submit work for feedback.

When a **whole class self isolates**, the key points of our remote learning provision are:

Note: If a child is self-isolating but the rest of their class are still attending school, then please refer to the Google Classroom Coronavirus Remote Learning area of the school website for further information on how to access work, submit work for feedback and how contact will be maintained during the period of self-isolation.

Day 1	Set up	The first day of isolation will be for both school and home to make necessary arrangements for learning. There will be no face to face sessions run by school on Day 1 and families should access the weekly remote learning posted on the school website, these can be found here .
Day 1 – 3	Initial phone calls home	On the first few days of whole class isolation, the class teacher or member of the Year Group Team will make a wellbeing phone call to each family to find out how the child is and explain how remote learning will take place. If the class teacher and the year group support staff are unwell, the school will identify alternative member of staff who will make the wellbeing phone calls. Where your child or your family is actively supported by our Inclusion Team, after your initial phone call home, further phone calls will be made by the Inclusion Team.
Day 2 onwards	Virtual sessions	The teacher will have 'face to face' virtual sessions with the class at multiple times across the week, providing the teacher is fit and well. These are detailed in full below. It is for each family to decide which virtual sessions your child will participate in, we understand that working from home commitments may prevent this. While we recognise the importance, it is not essential. See below a FAQ related to this.
Day 1 onwards	Remote learning	Learning will be completed by the child at home, accessing the material via the via google classroom. Please see the Remote Learning Policy on the school website. It is for each family to decide how and when the remote learning is completed, however we do encourage the one task to be completed and submitted for marking each day.
Day 1 onwards	Marking of work	In Preschool , please send observations of the work and activities undertaken throughout the week using the class email. In Years R-6 , tasks that are on Google Classroom will require submitting to the class teacher via Google Classroom. These will be marked and feedback provided . All reading, writing and maths work submitted by 1pm will be guaranteed a teacher response by 5pm. All curriculum tasks will be fed back on at least weekly.
Through out self-isolation	Non-submission of work	Where a class teacher identifies families/children not engaging with remote learning during the period of self-isolation, the class teacher will contact the parents/carer to see how we can further support or understand more about that family's situation.

		In Year R- 6 , a phone call home will take place when work is not submitted for marking on two or more consecutive occasions. In . If your child is unwell however, your child will be marked “absent” for that day and will not count towards the “non- submission of work”.
Throughout self-isolation	Class email usage	Google Classroom is to be used to send tasks and receive feedback related to remote learning plan activities.
Throughout self-isolation	Safeguarding External agency support	Safeguarding continues to be important for everyone and the Designated Safeguarding Leads and Pastoral Team will continue to provide signposting, support and guidance during any period of self-isolation. Where families are supported by external agencies, we will continue to ensure support continues during this period. If your family identifies a new need, please do not hesitate to get in touch with the school.

Virtual contact during the self-isolation period

Your child’s involvement with the teaching team and their peers is hugely important during a period of self- isolation. We will be using Google Classroom or Zoom to maintain contact with classes.

For our statutory aged children, please refer to the Reception to Y6 Offer below. While we are not required to provide remote learning for our non-statutory aged children in Nursery, we are offering a daily story and a song time – see Nursery Offer below.

The link to the Zoom session will be emailed to you by the class teachers.

It is for each family to decide which virtual sessions your child will participate in, we understand that working from home commitments may prevent this. While we recognise the importance, it is not essential.

Reception to Year 6 Offer (statutory school-aged children):

Session	Who	Purpose	Suggested Timing	Mon	Tue	Wed	Thur	Fr
Morning meet (approx. 15 mins)	Rec – Y6	Discuss day’s work and reflect on learning points from day before	9am daily, unless multiple classes self-isolating*.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Class or Year Group assembly (approx. 15 mins)	Y1 – Y6	Reflection and celebration.	11am, unless multiple classes self-isolating*.					<input type="checkbox"/>
Share a story (approx. 15 mins)	Rec – Y6	Continuing our love of reading and developing reading skills	2pm, unless multiple classes self-isolating*.		<input type="checkbox"/>		<input type="checkbox"/>	

Nursery Offer (non-statutory school-aged children):

Session	Purpose	Suggested Timing	Mon	Tue	Wed	Thur	Fri
Share a story or song (approx. 15 mins)	Continuing our love of reading and developing reading skills	11am & 2pm unless multiple classes self-isolating*.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*in the event of multiple classes self-isolating and our knowledge that siblings often share devices at home, staggered times will be organised – this means these times are only a guide. **Further details will be emailed should multiple classes isolate.**

Remote Learning for children with Special Educational Needs

- Where children are supported by an EHCP, their 1:1 support, where possible, or another member of the teaching team, will offer further virtual teaching opportunities. These will be discussed and arranged with individual families as soon as we are aware that the class are self-isolating. We recognise that some children with additional needs, such as those in our Autism Provision, may find accessing online learning difficult. In this situation, our SENDCO Miss Clay and the class teacher will work with families to provide suitable resources for learning.

What will happen if the class teacher is unable to be available virtually due to ill health?

If the class teacher is unable to be available virtually for any period during self-isolation, we will endeavour to substitute the class teacher with an alternate member of staff, however this will depend on cover, teaching commitments and availability.

In these circumstances, the 'face to face' virtual contact may also need to be offered less frequently as the alternative staff member may be teaching. We will make every effort to support the class, however in the unlikely event that no staff member is available, remote learning will continue as per normal, until a member of staff can resume virtual contact.

We appreciate your patience on this matter and we will endeavour to communicate as quickly as possible any alternate plans. Please appreciate the availability of staff constantly changes in schools at this current time and school manage the scenario according to demands.

Virtual contact principles

To ensure smooth running of virtual sessions, please ensure:

Upon joining

- Videos are on where possible, microphones are off.

Identifying your child

- You must use your **child's first name and surname initial** as the name for the participant – **your child will not be admitted to the class session if this is not the case.** Please bear in mind that the teacher will be hosting the event and not checking emails / taking phone calls so they will not be able to respond to individual requests, such as "it's my name not my child's". Please take time to prepare your device prior to the call.
- Be aware that all online sessions will be recorded for the safeguarding of all participants in the session, these will be stored on our network and deleted after 28 days in line with GDPR guidance.

Location

- Online sessions should take place in a public location in the house – bedrooms are not appropriate.

Things to know for children

- Wear suitable clothes (tops and bottoms) – no pyjamas etc.
- Participate as much as you wish, if you do not wish to, please 'just watch' and enjoy being with your peers from your class.
- To ask something, raise your hand / wave and your teacher will unmute your microphone.

Things to know as parents/carers

- Parent/carer to be in earshot of the call, however they do not need to be next to the child / participating in the call.
- In case of technical difficulties, children should seek advice from their adult nearby.
- Please be mindful that the school contact is taking place and appropriate language /behaviour nearby or in the background.
- Be mindful of continuing your own work nearby, conversations can be overheard by the whole class should your child unmute their microphone.

Online safety at home

Keeping your child safe when working online is of paramount importance to us. Please monitor that they are accessing appropriate content and that you have appropriate settings in place. To find out more for parents and carers: <https://www.thinkuknow.co.uk/parents> For supporting children:

Aged 4 years -7years: https://www.thinkuknow.co.uk/4_7/

Aged 8 years – 10 years:

https://www.thinkuknow.co.uk/8_10/

I am unable to access the internet; can you assist me?

For a minority of our families, we understand that internet access is a challenge. Please make contact with the Office (admin@goldingtongreenacademy.co.uk) and we will endeavour to help.

I am entitled for benefits related free school meals – is there any support for me?

If you require support during the period of self isolation and your child is entitled to benefit related free school meals, please make contact with the Office (admin@goldingtongreenacademy.co.uk) who can arrange this with you.

Note, this is not the universal free school meals that all children in Reception and KS1 are also entitled to. This applies only to families in receipt of certain benefits.