



# The Bellbird Primary School

*'Soaring to Success'*

## Online Teaching and Learning Policy for the pandemic

(Please note that this policy is separate to the homework policy)

**Member of staff responsible for Home learning: Mrs Catharine Dix**

**The main aims of remote learning at The Bellbird Primary School are to:**

- Keep the minds of our children active and well, ready to return to school and engage with learning when the time comes.
- Ensure regular contact with all children and families.
- Ensure consistency in our provision for our children whether learning takes place 'in school' or 'at home'
- Give teachers the opportunity to assess pupils directed, independent work to inform future planning
- Give pupils time to consolidate and review their learning with their teaching assistant or teacher
- Support parents in enabling their children to have access to and respond to home learning through live, recorded and independent online and offline activities

**This policy outlines provision from The Bellbird Primary School in the following three scenarios;**

**\*Scenario 1:** A child has to self-isolate due to themselves or a family member or contact having symptoms of and/or having tested positive for covid 19

**\*Scenario 2:** A child's school bubble has to close due to a positive case within the bubble (this may be a member of staff or a pupil)

**\*Scenario 3:** There is a national lockdown in force and all children except critical worker and vulnerable children are asked to stay at home

### **Scenario 1:**

#### **Self-isolation home learning**

*Self isolation home learning is for children at home due to self-isolation or quarantine only. These tasks **are not** for children who are unwell (covid-19 or any other illness), who should obviously be resting until they are well enough to return to school.*

**If your child is at home due to self-isolation, you will find learning tasks for them to complete on this page. Each year group's lessons and activities include content they are currently covering in school, whilst also allowing for some choice to help you to engage and keep your child motivated to learn at home. Content will be updated throughout the term although not in the event of a national lockdown as provision will be different (see scenario 3)**

The school website had a dedicated page where parents can visit and click on their child's year group to access this work. Advice on how to support home learning is also available on this page. Parents can contact the school on the office@thebellbird.cambs.sch.uk email and the office team and SLT will support as needed with any problems.



## Scenario 2:

### School bubble closure

A bubble closure would occur if a member of the bubble, either child or adult, were to receive a positive covid 19 test result. At this point we would take specific advice from PHE and update you accordingly. If your child the bubble member who has received a positive test, then there is no expectation that they will participate in the proposed home learning described below unless they are well enough to do so. For all other bubble members, there will be an expectation that the children fully participate in the proposed schedule for learning, which is a combination of daily face to face contact with the class teacher and time to complete designated learning tasks.

On the first school day of the bubble closure, class teachers would have PPA time to prepare for the following isolation days. This will provide the teacher with the time to set up groups and send out Zoom links. For the first day, pupils click on the link for self-isolation as described in scenario 1.

On the second and subsequent day of the bubble closure children will access learning as follows;

- live pupil – teacher whole class zoom sessions
- planned independent activities which will follow the whole class session
- pre-recorded instruction and follow up activities (such as Oak Academy resources)
- feedback/assessments sessions in small groups or 1:1 according to individual needs

Timetables and links to zoom meetings, online content and resources will be emailed to parents at the start of each week or on the first day of the bubble closure. Children will have a remote learning book at home which they will work in for the duration of any lockdown. Parents can let school know should a new book be needed. Teaching assistants will be present in some of the zoom sessions to provide more feedback and information to the class teacher, based on children's responses and work.

As with other major incidents, should a positive test result be received during school hours, we would seek to close the bubble immediately and ask that parents pick up their child as soon as possible from school. Parents would be informed of the school closure via email and the school Twitter page and website.

## Scenario 3:

### National lockdown

In the event of a national lockdown those children that are either vulnerable or whose parents are identified as critical workers will still attend school (see DfE guidance for further information on these groups).

*Children who have to stay at home with their parents will follow a combination of:*

- live pupil – teacher whole class zoom sessions
- planned independent activities which will follow the whole class session
- pre-recorded instruction and follow up activities (such as Oak Academy resources)
- feedback/assessments sessions in small groups or 1:1 according to individual needs

Timetables and links to zoom meetings, online content and resources will be emailed to parents at the start of each week. Children will have a remote learning book at home which they will work in for the duration of any lockdown. Parents can let school know should a new book be needed.



# The Bellbird Primary School

*'Soaring to Success'*

Children who are in school will follow a combination of:

- live pupil – teacher whole class zoom sessions in school supported by teaching assistants or teacher direct instruction and support in class according to numbers in school.
- planned independent activities which will follow the whole class session with TA and/or teacher support
- pre-recorded instruction and follow up activities (such as Oak Academy resources)
- feedback/assessment as part of in class learning opportunities, feedback to teacher where the TA is supporting

Children will have a remote learning book, as the children at home do. When children are in school part time (because their parent is a key worker and only needs to access school support on some days) the child will take home their remote learning book to use at home. All the work will be kept in one place to ensure assessment and feedback can be linked and progress can be monitored.

## **Technical issues, device and internet access:**

For all pupils, school will work to support any families who need help with device and/or internet access as well as paper copies of resources. This will be through the DfE schemes and also community support. Devices will be allocated on a needs basis and as promptly as possible. Any technical issues will be supported on a needs basis (such as using zoom or accessing web pages)

The ICT Education service provides technical support for all school employees. This can be accessed by email: [info@theictservice.org.uk](mailto:info@theictservice.org.uk) or by phoning 0300 300 0000.

## **Staff absence:**

In scenario's 2 and 3 when a teacher or teaching assistant is absent SLT will make alternative arrangements for the in school bubble or children at home with the available staff. This may involve, within bubble cover, teachers being re allocated or asking children to access the parallel class's online content. If there are not enough staff to cover then an in school bubble may need to close and follow the online content at home. In extreme cases (multiple absences due to illness) a year group may need to follow self-isolation learning.

## **Attendance:**

In scenario 1 where self-isolation has been reported school will check in as is appropriate, this may be increased phone calls if there is a safeguarding concern. For scenarios 2 and 3 daily registers will be taken both in school and online. Any non-attendance will be monitored in line with normal absence policy.

## **Communication:**

All communication should come via the office@ email to ensure that teachers are not overwhelmed by communication, especially when teaching or at weekend. The office team and SLT will deal with all issues and contact teachers when necessary.

## **Well being:**

The pandemic is a challenging time for all. Teacher will include PSHE in their zoom sessions. Parents who are struggling with balancing their own work and home learning should seek support where needed. School will give guidance as much as is possible in the current situation.



# The Bellbird Primary School

*'Soaring to Success'*

School staff are encourage to speak to a member of SMT or SLT if they are struggling with isolation or the change in working routines. School staff can access free counselling and access to the headspace app (which can be accessed for free by school staff) has been shared with all staff.

## **Vulnerable Families and Pupils:**

An SLT member (who are also designated safeguarding leads) will contact vulnerable pupils when those children are not at school and do not appear in class virtual sessions on zoom. Should they not be able to communicate with the vulnerable family, then a home visit will be completed.

## **SEND pupils:**

SEND pupils with an EHCP who have elected not to come to school will be contacted at least once weekly by either the SENCo or their 1:1 TA. See the SENCo plan for further details on this and other support for SEND pupils.

## **Safeguarding:**

Staff will continue to use My Concern to record any safeguarding incidents or concerns. Staff will consider the online safety policy and the zoom protocol at all times. See attendance for further safeguarding monitoring.

## **Feedback:**

All of the remote learning scenarios will be set up as and when needed in line with local and national guidance. Any feedback (parental and staff) will be shared in staff meetings and discussed. Adaptations will be made to support safety, smooth running and educational progress.

***This policy will be reviewed half termly by the Co-Head teachers whilst the pandemic is still affecting provision.***

**It will be approved annually by the Governing Body.**