



Remote Education: information for parents

This information is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education where national or local restrictions require entire cohorts (or bubbles) to remain at home.

For details of what to expect where individual pupils are self-isolating, please see the final section of this guidance.

The DfE states that schools have to use a digital platform for remote learning – what is St. Theresa’s using?

- St. Theresa’s is using Seesaw.
- All children are issued with logins when they join the school.

What should my child expect from immediate remote education in the first day or two of pupils being sent home?

- The full remote provision may take up to 24 hours to put in place, especially if a teacher is ill.
- Tasks will then be uploaded onto Seesaw by 9am every morning.
- Laptops will be loaned to those who meet the requirements to receive one.

How many hours of learning should my child be doing every day?

The DfE guidance states:

- Key Stage 1: 3 hours a day on average across the cohort, with less for younger children
- Key Stage 2: 4 hours a day

Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were in school?

We teach the same curriculum remotely as we do in school wherever possible and appropriate.

Teachers will provide activities related to maths, literacy and one other subject every day.

A minimum of one RE lesson will be provided every week.

Daily phonic activities will be provided for all the pupils in the infants.

Examples of supplementary activities the teacher may direct your children to, include:

- Joe Wicks (PE)
- Oxford Owl E-books
- TT Rockstars
- Busy Things
- Prodigy Maths

How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

- Class teachers will monitor their pupils' learning on Seesaw.
- For a closure longer than the recommended 10 day isolation period (i.e. a national or local lockdown), school staff may call all parents to discuss their child's remote learning experience.
- Families of pupils who are identified by the staff as not being present on Seesaw are contacted by the school leaders to discuss further support.

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

- We expect children who are self-isolating to upload their learning for teachers to view and respond to; teachers cannot make judgments about the quality of learning if it is not submitted and the school cannot be certain it has been completed at all if it is not seen.
- All pupil learning should be uploaded the same day it has been set by the class teacher. Any learning uploaded in the evenings or at the weekend, may not be marked or acknowledged by the class teacher until the next working day.
- Uploading work need not be another onerous task for the parents of Y5 and Y6 pupils as most of them will have the technical ability to do this themselves but at the very least parents should periodically check that they are doing it to monitor their output.
- We expect parents to support their children in their work, creating a suitable place and atmosphere in which to work.
- Younger children will need more "hands-on" support than older children.
- We expect parents to inform the school if a child is not able to complete the set work.

How is the school going to support the children to stay engaged and connected?

- Class teachers feeding back on the learning uploaded by the pupils creates a positive response from the pupils – especially the older pupils.
- Class teachers will be sharing pupils' work (with permission) to raise the profile of remote learning and we will be naming "Learners of the Week" in the weekly update for parents.
- Each class will have a daily registration Zoom; the teachers will use this time to take the register, say a morning prayer and outline the expectations for the day.
- Each class will have at least one other weekly Zoom 'meet' hosted by the class teacher to encourage a sense of community and connection; these 'meets' will provide an opportunity for children to come together with their peers; this may be for "show and tell" or a quiz etc.
- There will be weekly Key Stage Zoom 'meets' led by the school leaders.
- The school has developed a Code of Conduct (see end of document) for pupils and staff to adhere to during any live Zoom session.

If my child does not have digital or online access at home, how will you support them to access remote education?

We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

- The school can loan some pupils devices (e.g. iPad/Laptop) to be able to access the remote learning. Parents should contact the school office (email: office@sttheresas.barnetmail.net tel: 020 8346 8826) for further information.
- Support can be provided to families who have difficulty with data allowances or access to the internet. Parents should contact the school office (email: office@sttheresas.barnetmail.net tel: 020 8346 8826) for further information.
- Printed work can also be made available to those who are unable to work with IT. It will need to be collected and then returned to the school when completed.

How will my child be taught remotely?

We use a combination of the following approaches to teach pupils remotely:

- recorded teaching (e.g. Oak National Academy lessons, White Rose Maths, DfE Phonics Videos, Khan Academy videos, video/audio recordings made by teachers).
- recorded teaching will be available daily for Literacy and Maths.
- printed paper packs/workbooks where appropriate.
- commercially available websites supporting the teaching of specific subjects.

How will you assess my child's work and progress?

Feedback can take many forms and may not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others. Our approach to feeding back on pupil work is as follows:

- all learning will be at least acknowledged by the class teacher.
- more detailed feedback will be given at least weekly.
- if teachers are required to teach face to face on the school site, they will not be able to engage fully with Seesaw; teachers will let parents know when they are in school teaching.

Sometimes my child does not understand the task – what should I do?

If your child is able, they can contact the teacher themselves via seesaw, or you can do it on their behalf; contacting the class teacher via seesaw is the quickest and most direct way. Alternatively, you can email or phone the school office, and the message will be passed onto the class teacher (email: office@sttheresas.barnetmail.net tel: 020 8346 8826).

Will the teachers be able to answer questions and queries if they are on-site teaching the critical worker and vulnerable children?

This may mean that there could be a delay in the teacher's response to work being uploaded on the days they are teaching face to face; please bear this in mind if you are waiting for clarification or further information etc. from them.

How will you 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 some pupils 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 we will work with parents and carers to support those pupils in the following ways:

- Pupils with SEND will work with their cohorts where possible, but may have different tasks set to complete.
- The school Inclusion Leader will liaise with class teachers to make sure that pupils can access appropriate work and will help provide additional support.
- Younger children will be provided with work suitable to their stage of development. This might be directed tasks or suggestions of activities to complete with adults.

If my child is not in school because they are self-isolating, but their peers are still at school, how will their remote education differ from the approaches described above?

- A member of staff will phone you and explain the remote learning for your child.
- Your child will receive a copy of the lessons the children are completing in class, via Seesaw.
- A member of staff will acknowledge/mark your child's learning when it has been uploaded onto Seesaw.
- The class teacher will phone you at least once.

I want to speak to the class teacher – how do I go about this?

If parents wish to speak to the class teacher after this, they should contact the class teacher with their request via seesaw. Alternatively, parents can email or phone the school (email: office@sttheresas.barnetmail.net tel:020 8346 8826) and the message will be passed onto the class teacher.



Pupils and Staff

Code of Conduct for participating in Zoom sessions

Zoom will be used by teachers for the primary purpose of pupil motivation and engagement.

Staff, pupils and parents must abide by this code of conduct.

1. The lawful basis for processing data using Zoom will be in the execution of a "Public Task" as defined in the DPA 2018
2. The host will always be a teacher employed by Our Lady of Lourdes; only members of staff will be present on Zoom meetings.
3. Teachers will use their LGfL staff email Zoom account when scheduling meetings with pupils.
4. All meetings on Zoom will be automatically password protected and 'waiting rooms' enabled.
5. Each meeting will have a different password.
6. The nine-digit ID Zoom meeting code will be sent out at least one day before the Zoom meet.
7. Pupils and parents **MUST NOT** share Zoom links with anybody other than their class peers.
8. All screen names must be the child's name (forenames only); the teacher will not allow any one whose name is not recognised into the meeting. If you have a Zoom account you must edit the screen name in settings; if you do not have a Zoom account, you will be asked to provide your name as you log into the meeting.
9. The Zoom meeting will be locked by teacher 5 minutes after the start time so that it can only be accessed by authorised participants. Unfortunately, anyone arriving late to the meeting will not be able to gain access even with meeting ID.
10. Pupils are expected to remain for the entire session.
11. The host will ensure that virtual backgrounds for the pupils are switched off (this will prevent pupils sharing words, images or videos that others may find upsetting).
12. The host will ensure that their own background is neutral: no bedrooms, no personal or family pictures in background.
13. The host and child may decide themselves whether or not to turn their own camera on.
14. The Zoom meeting will be recorded by the host teacher to safeguard the member of staff and the pupils (who may all be participating from home); the recording will be kept for one month.

15. Recording, photos or screenshots of the Zoom meeting are not allowed by participants. This can lead to serious consequences.
16. The host will mute the children as they arrive into the meeting.
17. The host will unmute pupils to allow them to talk to the group where appropriate.
18. Pupils are to use the chat box for questions and comments – pupils must show respect for each other.
19. Pupils must use the “Raise your Hand” icon to speak to the teacher.
20. Pupils and staff must dress and talk appropriately.
21. Zoom must be accessed in a family communal space (not from bedrooms etc.)
22. The Zoom recording will not be made available to watch at another date.
23. For the infant children, it should ideally be supervised by an adult to deal with any technical difficulties.
24. The same behaviour expectations that are set within a classroom apply to the Zoom meeting and the teacher retains the right to terminate a pupil’s participation and contact the parent. Any abuse or misuse of the Zoom meeting will be dealt with under the school’s behaviour policy. A pupil may be subsequently removed permanently from any future Zooms.
25. Teachers will not be offering one-to-one sessions.