

# The Federation of St Cuthbert's & St Sebastian's Catholic Primary Schools



## Remote Learning Policy December 2023

# St. Cuthbert's Catholic Primary & Nursery School

## **Our Mission Statement**



As missionaries of our faith, our school community strives to embody the Christian values of St Cuthbert sharing in humility, spirituality, tolerance and kindness. Each individual is nurtured and celebrated within our inclusive and equitable setting; appreciating and embracing diversity within the world around them.

# St. Sebastian's Catholic Primary & Nursery School

## **Our Mission Statement**



Our school aims to be a community which reflects real Gospel values of love and forgiveness. A community in which each individual, child or adult can work and develop in an atmosphere of mutual respect and understanding; so as to broaden their appreciation of the world, its cultures and its people.

Study – Sanctity - Service

## **1. Aims**

This Remote Learning Policy for staff aims to:

- Ensure consistency in the approach to remote learning for pupils who are not attending school.
- Set out expectations for all members of the school community with regards to remote learning.
- Provide appropriate guidelines for data protection.

## **2. Use of remote learning**

In line with our attendance policy, all pupils are expected to attend school. Remote education is not viewed as an equal alternative to attendance in school. Pupils receiving remote education will be marked absent in line with the Pupil Registration Regulations. We will consider providing remote education to pupils in circumstances when in-person attendance is either not possible or contrary to government guidance.

This might include occasions when we decide that opening our school is either not possible to do safely

- Contradictory to guidance from local or central government
- Occasions when individual pupils, for a limited duration, are unable to physically attend school but are able to continue learning, for example because:
  - They have an infectious illness
  - They are preparing for or recovering from some types of operation
  - They are recovering from injury and attendance in school may inhibit such recovery
  - Their attendance has been affected by a special educational need or disability (SEND) or a mental health issue

The school will consider providing pupils with remote education on a case-by-case basis. In the limited circumstances when remote learning is used, we will:

- Gain mutual agreement of remote education by the school, parents/carers, pupils, and if appropriate, a relevant medical professional. If the pupil has an Education Health and Care Plan (EHCP) or social worker, the local authority (LA) will also be involved in the decision
- Put formal arrangements in place to regularly review it and identify how to reintegrate the pupil back into school
- Identify what other support and flexibilities can be put in place to help reintegrate the pupil back into school at the earliest opportunity
- Set a time limit with an aim that the pupil returns to in-person education with appropriate support

Remote education will not be used as a justification for sending pupils home due to misbehaviour. This would count as a suspension, even if the pupil were asked to access online education while suspended.

### 3. The commitment of the Federation of St Cuthbert's & St Sebastian's Catholic Primary Schools

In collaboration with Class Teachers and Subject Leads, the following team of staff have an overarching responsibility and commitment to ensure our pupils, families and staff are well supported in accessing and delivering Remote Learning.		
Role	St Cuthbert's	St Sebastian's
<b>DSL</b>	Mrs Claire Bellis-Knox	Mrs Jacqui Mulligan
<b>Deputy DSL</b>	Mrs Kate Lunt Miss Danielle Garvey Mrs Holly Delahunty Mrs Lorraine Fay	Mrs Joanne McCormick Mrs Leanne McCormick Mrs Lorraine Fay
<b>SENCO</b>	Mrs Kate Lunt	Miss Leanne McCormick
<b>Curriculum Lead</b>	Miss Danielle Garvey	Mrs Leanne McCormick
<b>EYFS Lead</b>	Mrs Holly Delahunty	

When providing remote learning, teachers must be available between 8.30am-4pm. If they are unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure.

When providing remote learning, the school should:

- Provide pupils with access to remote education as soon as reasonably practicable, though in proportion to the length of absence and disruption to the learning of all learners.
- Make reasonable adjustments for pupils with SEND to access remote education, where required, informed by relevant considerations including the support families will require and the types of services that pupils can access remotely.
- Ensure that work set is appropriate for the age and ability of the child with careful consideration made to the amount of work being set (3 hours a day, on average, for Key Stage 1, with less for younger children and 4 hours a day for Key Stage 2).
- Make readily available any supplementary material, resources or equipment (including digital access) that may be required to support the child in accessing learning remotely.
- Establish a mutually convenient system for setting and returning / submitting completed work according to the preferences of the family and child.
- Provide feedback on work in a timely and age-appropriate manner.
- Co-ordinate with other teachers, including those teaching in school, to ensure consistency across the year/subject and to ensure accessibility and equity for all.

## The Federation of St. Cuthbert's and St. Sebastian's Catholic Primary Schools

- Ensure that work provided during periods of remote education is of high quality, meaningful, ambitious and cover an appropriate range of subjects.
- Carefully consider the needs of individual pupils, such as those with SEND or other additional needs, and the level of independence for learning that they have – reducing any potential barriers to learning.
- Carefully consider the needs of pupils' families or carers, including how much adult involvement is needed in each activity and whether pupils have a suitable place to study
- Maintain regular contact through at least weekly check-ins with the parents and carers and gain pupil voice in order to monitor the level of engagement. This is to be organised in a mutually convenient format suitable to the needs of the child and family to ensure safeguarding compliance.
- Provide pupils with opportunities for regular interaction with teachers and peers during the school day where appropriate.
- Ensure electronic devices (issued by school) are secure and programmed appropriately to allow for efficient access and stringent monitoring of device usage.
- Provide and signpost parents with up to date and relevant information with regards to online safety.

### **4. The Commitment from Home**

School can expect pupils and families learning remotely to:

- Be contactable during the school day – although there is recognition that a flexible approach to timings is paramount so as to meet the needs of the family.
- Engage with remote learning, completing work to the mutually agreed timeframe set - establishing and maintaining a routine that is reflective of school and, when necessary, making school aware if their child is sick or otherwise unable to complete work.
- Seek help or support as and when required from the appropriate member of staff.
- Behave and conduct themselves in a manner that is reflective of the expectations in the classroom / school.

### **5. Free school meals and remote education**

Where pupils eligible for free school meals are receiving remote education, arrangements will be made with the school catering team either to provide quality lunch parcels or to issue a food voucher if available. This will ensure that eligible pupils continue to be supported for the period they are unable to attend school.

### **6. Further information**

Attendance Policy 2023-2024

Children who cannot attend school due to Medical Needs Policy SEND

Policy September 2023

## **7. Scheduled Review**

Policy Written:	March 2023
Shared with governors:	March 2023
Committee responsible:	Curriculum & Safeguarding
Next review:	December 2024
Staff Responsible:	Kate Lunt & Danielle Garvey / Joanne McCormick & Leanne McCormick

This document has been written following the DfE non-statutory guidance: Providing remote education: guidance for schools.