

*"We Learn, We Lead, We Inspire."*

## **Remote Learning Policy**

Member of staff responsible	Muqi Munir
Governor responsible for this policy	Cheryl Pepper
Date of policy approval	Sept 2020

### **Specific Aims**

- To outline Iqra Primary School's approach for pupils that, from Sept 2<sup>nd</sup> 2020, will not be attending school as a result of government guidance e.g. closure of school bubble or due to self-isolation or quarantine.
- To outline Iqra Primary School's expectations for staff that, from Sept 2<sup>nd</sup> 2020 will not be attending school due to self-isolation but that are otherwise fit and healthy and able to continue supporting with the teaching, marking and planning for pupils.

### **Who is the policy applicable to?**

In line with government guidance, pupils, staff and families should self-isolate if they display any of the following symptoms

- A continuous, dry cough
- A high temperature above 38°C
- A loss of, or change to, their sense of smell or taste
- Have had access to a test and this has returned a positive result for Covid-19

### **Remote learning for pupils that are not able to attend school due to self-isolation or in line with government guidelines**

Iqra Primary School will provide remote learning (online) for pupils that are not able to attend school so that no-one needs to fall too far behind. In the following points, an outline of the provision will be made and some guidance given on the role of pupils, teachers and parents. Iqra Primary School is fully aware that these are exceptional times and would like to make it clear that the completion of work is not compulsory and that this document seeks to inform and guide families and not impose expectations. Each family is unique and because of this, should approach home learning in a way which suits their individual needs.

### **Family (pupil/parent/guardian) role**

- Where possible, it is beneficial for young people to maintain a regular and familiar routine. Iqra Primary School would recommend that each 'school day' maintains structure.
- Each week, on Monday, work for the week, in English, Maths and Topic will be posted on the school website <https://www.iqraprimary.com>. Families should view this together, and then make appropriate plans to complete the work.
- Should anything be unclear in the work that is set, parents can communicate with class teachers via the school email address; [parentconnect@iqra.slough.sch.uk](mailto:parentconnect@iqra.slough.sch.uk). They should make clear which year group and subject the question relates to.

- Work that children complete at home should be kept safe, ideally in their home learning book, and can be brought back to school when safe to do so.
- Children should attempt to make use of the resources shared with them online e.g. by using relevant mathematical methods, answering reading comprehension questions etc.,
- We would encourage parents to support their children's learning, including finding an appropriate place to work and, to the best of their ability, support pupils learning, encouraging them to study with good levels of concentration.
- Every effort will be made by staff to ensure that work is set promptly on appropriate platforms but school cannot guarantee that the chosen platforms will work on all devices. Should accessing work be an issue, parents should contact the school promptly and alternative solutions may be available. These will be discussed on a case-to-case basis.

### **Teacher expectations**

In addition to their in-school work, teachers from Iqra will continue to support children that are unable to attend.

- Teachers should plan lessons that are relevant to the curriculum focus for that year group and endeavour to replicate this through smart boards, PowerPoint presentations and tasks for home learners.
- Teachers should provide videos for key teaching points in English, Maths and Topic and send these to named staff to upload onto the school website Remote Learning Page by 12:00pm Monday.
- Any resources used, including websites and worksheets, should, where possible, be shared with home learners. Staff will do this electronically and it will be the responsibility of families to print/use these resources at home.
- To respond, within reason, promptly to requests for support from families at home. This should be done via email or by adding further video guidance for families. Staff and parents should communicate via the [parentconnect@iqra.slough.sch.uk](mailto:parentconnect@iqra.slough.sch.uk) email address.
- Should a staff member require support with the use of technology, it is their responsibility to seek this support in school and Senior Leaders will ensure that support is given promptly.

### **Remote teaching for staff who are self-isolating**

Teaching staff are required to self-isolate if they show symptoms outlined at the start of this policy or they have been told to shield and/or have received a letter to confirm this.

If a member of staff is required to self-isolate, they are expected to:

- Follow normal reporting procedure for planned absence.
- Following contact with school, Sue Anderson (PA to the Headteacher), may set up a referral to Occupational Health to support that individual.
- School will ask staff about their intention to get tested. Should a staff member be tested, it is expected, as per national guidance, to share the result of this test with school so that appropriate plans can be made.

Whilst self-isolating, and if able to do so, staff will be given an individual project to work on which is in line with whole school improvement priorities. These projects will be communicated by the Senior Leadership Team and will be allocated on a case-by-case basis. Staff may also be asked to support with the online learning provision for their year group.

This Policy will be Reviewed in Oct 2020 and will be updated to include Remote Learning via Microsoft Teams



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