



## Our Remote Learning Offer

Our remote learning offer is based upon the use of Microsoft Teams and Sway. There will be a combination of live lessons which will take place in small groups across the week and independent learning accessed through a daily Sway link. These links will be available through Teams Assignments and also published in the remote learning section of our website.

Each class has access to a whole class team (Oak Class 2020-21 or Elm Class 2020-21) where the live lesson meetings can be accessed from the chat page. We will endeavour to monitor the chat page across the day and answer any questions raised as soon as we can. Chat will be muted outside of school hours.

The school has some laptops available for loan. If you would like access to one please email the school office and we will arrange to get it to you.

### Daily Timetable

	Activities
Monday	<ul style="list-style-type: none"> <li>○ Elm live lessons</li> <li>○ Daily Sway</li> <li>○ No live lessons for Oak</li> <li>○ 12:00pm – 1:00 YDP remote PE session Oak class</li> </ul>
Tuesday	<ul style="list-style-type: none"> <li>○ Oak Maths live lessons</li> <li>○ Elm English live lessons</li> <li>○ Daily Sway</li> </ul>
Wednesday	<ul style="list-style-type: none"> <li>○ Oak English live lessons</li> <li>○ Elm Daily Sway</li> <li>○ No live lessons for Elm</li> <li>○ 12:00pm -1:00pm YDP remote PE session Elm class</li> </ul>
Thursday	<ul style="list-style-type: none"> <li>○ Oak Maths live lessons</li> <li>○ Elm Maths live lessons</li> <li>○ Daily Sway</li> </ul>
Friday	<ul style="list-style-type: none"> <li>○ Oak English live lessons</li> <li>○ Elm English live lessons</li> <li>○ Daily Sway</li> </ul>

Timings	Oak	Elm
9:00 – 9:45	Group 1	Group 1
10:00 – 10:45	Group 2	Group 3
11:00 – 11:45	Group 3	Group 2

# Remote Learning Safety and Expectations

## To support school in providing remote learning, parents and carers should:

- Answer the phone to school staff or return calls, messages or emails. Staff may call from a withheld number
- Supervise your child's internet use and online learning – make sure you are aware of what they have been asked to do and the websites they need to access.
- Make sure you know who your child is talking to or messaging.
- If a member of staff calls to speak to your children – check that you know who they are, speak to the member of staff yourself before your child talks to them, stay in the room while your child is on the phone.

## Guidelines for All Video Calls and Video lessons

- The parent or carer must make sure their child and other members of the household are aware the video call is happening,
- Staff, children and other members of the household must wear suitable clothing
- Devices used should be in appropriate areas, for example, not in bedrooms; and where possible be against a neutral background.
- Language must be professional and appropriate, including any family members in the background.
- The same expectations apply for remote teaching and conversations as normal school conduct

## Group Video Lessons

- If your child takes part in a group video conversation, be aware that they can be seen by the teacher and other pupils (and members of their household) that are part of the conversation.
- If the teacher has any concerns about children (or other members of the household) using unsuitable language, dress, location, the conversation will be ended and concerns will be recorded and passed to the Headteacher.
- Live classes should be kept to a reasonable length of time and should take place during normal lesson times.

## 1:1 Video Conversations:

- Staff will only ever video call a pupil with prior agreement or at the request of parents/ carers. The Headteacher must agree to the call taking place.
- This will be at a pre-arranged time and day, within the usual school working hours.
- The staff member will speak first with the parent or carer to check they are aware of the call.