



**Good Shepherd Catholic
Primary & Nursery School**

REMOTE EDUCATION POLICY

Last Review Date: March 2023

Next Review Date: March 2026

This Remote Education Policy is in place for two main reasons:

1. Where the school is closed or there are restrictions on who can attend. This may apply if we can't open Good Shepherd safely or opening our school would contradict government guidance
2. Individual pupils can't physically attend school but can continue learning. This may apply, for example, to pupils with an infectious illness or those recovering from an operation or injury. It is not for when children are absent due to illness.

In exceptional circumstances, if a pupil's attendance is affected by a special educational need or disability (SEND) or a mental health issue, we would consider offering remote education. This should be part of a plan to reintegrate the pupil back into school and should only be offered if it won't adversely affect the pupil's return to school.

1. Aims

This remote learning policy for staff aims to:

- Ensure consistency in the approach to remote learning for pupils who aren't in school
- Set out expectations for all members of the school community with regards to remote learning
- Provide appropriate guidelines for data protection

2. Roles and responsibilities of Class Teachers

When providing remote learning, teachers are responsible for:

- Setting work
 - Differentiate learning and provide separate work for any individual working well below the standard of the rest of the class
 - Ensure there are strong links between the in-school and remote provision as teachers are likely to also be working in school
 - Create paper packs in addition to ensure pupils with limited access to devices can still complete the work
 - Ensure that work is 'mobile friendly'
- Providing feedback on work
 - Access completed work from pupils through Google Classroom
 - Share feedback with pupils through Google Classroom
- Keeping in touch with pupils who aren't in school and their parents
 - Make weekly phone calls to each family
 - Contact parents if children fail to complete work and no reason has been given

Headteacher and Deputy Headteacher

Senior leaders are responsible for:

- Monitoring the effectiveness of remote learning such as through regular meetings with teachers, reviewing work set or reaching out for feedback from pupils and parents
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations
- Monitoring the welfare of all Pupil Premium children and those living in food poverty

Designated safeguarding leads

The DSL is responsible for:

- Monitoring the welfare of all children on CP, CIN or known to be vulnerable

Pupils and parents

Staff can expect pupils learning remotely to:

- Complete work to the deadline set by teachers
- Seek help if they need it, from teachers or teaching assistants
- Alert teachers if they're not able to complete work

Staff can expect parents with children learning remotely to:

- Make the school aware if their child can't complete work
- Seek help from the school if they need it