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Updated January 2021

**Post Covid-19 remote learning plan, following partial or full school closure.**

With government advice suggesting the COVID-19 virus is on the increase again, we at Hornton Primary School want to be prepared as we head into the winter months, should government guidance suggest any reduction in the opening of school sites.

Please be mindful, that provision will be subject to the ever changing situation that COVID-19 is placing upon us all. Whatever the circumstances, the staff at Hornton Primary School will work together to provide the highest quality teaching and learning as possible.

We will:

|  |  |
| --- | --- |
| In preperation | Responsibility |
| * Provide all children with essential home learning packs
* Ensure every child has access to their class hub
* Support children and families having difficulty accessing appropriate IT equipment
 | KL KLKL |
| Daily |  |
| * Conduct a daily class meeting point via Microsft Teams.
* Provide planned and sequenced lessons in English and Maths, set by the class teachers, on class hubs, using a combinination of virtual and recorded lessons to support the learning of new concepts and set tasks.
* Follow up on the completed work to inform next steps in teaching
* Provide meaningful and relevant feedback to children, to support children’s progress
* Conduct class assemblies and Q&A sessions, lead by class teachers, on Microsoft Teams
* Post daily recorded storytimes on class hubs
 | Class Teachers |
| Weekly |  |
| * Post weekly lessons/activities to be completed across the week, covering as much of the wider curriculum as possible, on class hubs
* Conduct whole school assemblies, lead by KL, once a week on Microsoft Teams
* Continue to post outdoor learning ideas/tasks on class hubs
 | Class TeachersKLLS |
| Ongoing |  |
| * Use the class hubs for children to share learning with their peers
* Provide masterclasses and teaching plans for parents, to help support their children’s learning
* Provide feedback and support to parents and carers via email, phone calls and virtual meetings, during working hours
* Provide virtual / recorded lessons from other Trust schools if there are local lockdowns or local staff shortages due to illness
* Continue to offer SEN Support inline with SEN Support plans
* Keep to our calender of SEN Support Review meetings on Microsoft Teams
* Deliver printed resources to pupils who are unable to print
* Continue our commitment to safeguarding all children, in line with **‘Safeguarding and remote education during coronavirus**

**(COVID-19) (May 20)’,** by:* + Providing clear communication routes for children, staff parents and carers, for reporting concerns
	+ Maintaining regular contact with children, parents and carers, following up on any non-engagement
	+ Working with other agencies to signpost/provide support where needed
	+ Teaching children about online safety
	+ Encouraging parents and carers to set age-appropriate parental controls on digital devices and use internet filters to block malicious websites.
	+ Encouraging parents to be in earshot of children using digital devices
	+ Only using communication channels approved by senior leaders
	+ Using school email accounts, not personal accounts
	+ Using school devices over personal devices wherever possible
	+ Recording lessons in school wherever possible, ensuring the visual and audible surroundings are appropriate at all times
	+ Providing chaperoned one to one sessions to students where appropriate
* We will continue to work to protect the personal data of children, teachers, parents and carers, in line with ‘**Data Protection Act’** (2019)’, by:
* Using school email accounts, not personal accounts
* Using school devices over personal devices wherever possible
* Being careful not to share contact details when emailing multiple people
* Not to share usernames and other personal data for access to online resources
* We will continue with our commitment to promoting and maintaining the good mental health of children, teachers, parents and carers, by:
* Provide masterclasses and teaching plans for parents, if needed, to help support their children’s learning
* Provide feedback and support to parents and carers via email, phone calls and virtual meetings
* Sharing useful and relevant resources and activities
* Helping parents, carers and pupils to make a weekly plan or structure to include time for education, playing and relaxing, if needed
* Working with other agencies to signpost/provide support where needed
* Encouraging/helping to facilitate parent network meetings
* Maintaining the appropriate working hours of teachers 9am to 5pm
 | Children and parentsClass TeachersKLKLStaffAll stakeholders |

If children are well but unable to come in to school, learning, parallel to that being completed in school, will be set to complete at home.

We plan to make use of some of the government catch up funding to support families who do not have the appropriate IT equipment to access the home learning provided. If you think this may apply to you, please speak to Karen Locke about how we can help, and organise the resources you may need.