|  |
| --- |
| **Remote Learning Action Plan**Send normal weekly class planning to the home learning email address homelearning@bishoplonsdale.derby.sch.uk . This will ensure remote learning can continue smoothly if the class teacher is ill. |
| **Home Learning Level 1: School Fully Open – Weekly Class Homework**Homework will be set to consolidate the work done in school, reinforce the children’s understanding and apply learning into different contexts. Homework can be found on the Home Learning section of the school website, under weekly class homework. |
| **EYFS****Reading** at least 3 times per week: *Book or Pearson Bug Club***High Frequency Word Reading/Phonics**: *Book Marks***Number facts**: *Numbots* | **Key Stage 1****Reading** at least 3 times per week: *Book or Pearson Bug Club***Spellings/Phonics**: *Class page on website***Number facts**: *Numbots*  **Times Tables**: *TT Rock Stars* | **Key Stage 2****Reading** at least 3 times per week: *Book or Pearson Bug Club***Spellings**: *Class page on website***Times Tables**: *TT Rock Stars***One piece of Literacy, Maths or Topic** homework: Class page on website, See Saw, Purple Mash, *(Work can be submitted via the green homework book or class email address)* |
| **SLT Expectation** | **Teacher Expectation** | **Teaching Assistant Expectation** | **Admin Expectation** |
| - Set up staff and children on See Saw Pearson, TTRS, Numbots, website.- Monitor home learning participation and provision across whole school (website and teacher records).- Liaise with teachers and suggest alternative provision for those who cannot access home learning electronically.- Provide DDAT and Governors with termly reports (written or verbal) on home learning level 1. | - Set up Home Learning Class Page.- Set all children on the correct levels on Pearson, TTRS, Numbots.- Monitor participation and progress on Pearson, TTRS, Numbots.- Mark work and provide feedback.- Monitor completion of homework. - Feedback to SLT which children cannot access homework electronically via e mail.- Check Class Homelearning e-mails weekly and communicate with parents when necessary. | - Support class teacher in delivery of homework.- Support class teacher in engaging all families with home learning, e.g. phoning target families. | - Send out texts, e-mails and newsletters to promote and support Homelearning when required.- Order green homework books. |
| **Home Learning Level 2: Individual child/children isolating**A home learning pack will be provided to individuals who are isolating due to COVID-19. For example, child isolating due to contact made with someone at home or in public who has tested positive for coronavirus. Two weeks of age related work covering a range of curriculum areas will be provided. The remote learning class page will also be updated weekly with links to match current teaching. Children will also be encouraged to continue to use Pearson for reading and Numbots and TTRS for maths. Children who are off because they themselves have tested positive for coronavirus will not be provided with work. |
| **SLT Expectation**  | **Teacher Expectation** | **Teaching Assistant Expectation** | **Admin Expectation** |
| - Check all classes have home learning packs ready by the given date.- Deliver home learning packs to families who are unable to collect packs.- Set up class monitoring sheets to identify children who have isolated, received and completed work.- Monitor how many packs are given out during the term and report to DDAT and Governors. | - Produce an age related home learning pack for Autumn, Spring and Summer.- Have 10 packs made up at the beginning of each term.- Replace packs as they are given out.- Support admin by emailing parents to collect home learning packs.- Keep the class remote learning page updated weekly with activities related to current planning.- Record how many packs are given out during the term, monitor the engagement of children isolating. | - Support teacher in producing/photocopying class learning packs.- Replace packs as they are given out. | - Order yellow folders- Ask parents to organise collection of home learning pack by phone/text/e-mail.- Liaise with SLT if packs need delivering.- Support with photocopying of packs when necessary.- Liaise with class teachers on pack collection and delivery. |
| **Home Learning Level 3: Closure of a Bubble**Daily, age-related work will be set for classes affected by bubble closure, from day one. This work can be found in the home learning section of the school website, under Remote learning. Each day there will be three activities to complete; Maths, English and an activity from another area of the curriculum. Regular reading and number fact work will continue to be promoted using Pearson Bug Club, TTRS and Numbots in addition to these activities. Daily physical activity will also be encouraged. The PlayWaze app will be used to encourage children to take part in virtual challenges. A pre-recorded story, read by the class teacher will be uploaded each week for children to watch. There will be at least two Zoom class catch up meetings led the teacher. Families will be contacted at least once a week.  |
| **SLT Expectation** | **Teacher Expectation** | **Teaching Assistant Expectation** | **Admin Expectation** |
| **-** Find out families position with ICT through questionnaires. -Analyse findings and where necessary give out hardware and internet access.- Re-organise planning and communication if a member of staff is unable to work within the closed bubble.**-** Write letter and update website informing parents about bubble closure.**-** Setup class monitoring grids ready for bubble closure.- Set up contact record sheet for Covid Closure.- Weekly monitoring of class grids and contact sheets, liaise with teachers about individual children.- Follow up concerns made by staff about home learning participation and general well-being. This may take the form of another phone call, video call or home visit.- Deliver food parcels and items needed for home learning.- Follow up safeguarding concerns.- Update DDAT and Governors on bubble closure and home learning. | - Set daily work (3 activities) plus physical activity directly onto the website. Ready for 9.00am.- Continue to promote Pearson Bug Club, Numbots/TTRS and PlayWaze- Read, record and upload a class story to the website using See-Saw.- Set up a class Zoom catch up using the home learning e-mail address. Forward to admin the day before.- Encourage parents to send work and maintain regular contact via the class e-mail and See-Saw.- Complete weekly monitoring grid for class, send to SB.- Liaise with class TA about parent contact at the beginning of each week.- Feedback immediately to DSLs about safeguarding concerns via phone call and safeguarding e-mail.  *- Subject leaders to ensure subject pages on website are updated termly.* | **-** Liaise with class teacher about home learning at the beginning of each week. - Support the teacher with the recording of a class story.- Contact all parents once a week to check on well-being and pass on messages.- Record contacts made on Contact Record for Covid-19 Closure sheet.- Feedback to teacher and SLT about any concerns regarding Homelearning.- Feedback immediately to DSLs about safeguarding concerns via phone call and safeguarding e-mail.  | - Support staff working from home with access/problems relating to Integris.- Provide regular updates via text/e-mail/phone/newsletter regarding the bubble closure and home learning expectations.- Send out links for Zoom class catch up meetings at 9.30am on the day of the meet.- Feedback immediately to DSLs about safeguarding concerns via phone call and safeguarding e-mail.  |
| In the event of staff within the bubble testing positive for coronavirus or being off with another illness. There will be an expectation that all other staff within that bubble and beyond, will help to ensure that regular contact with families and home learning continues at the same standard for the classes affected. SLT will keep a record of contribution from staff. |
| **Home Learning Level 4 : Closure of School**A class and home learning planner will be available to download for each year group. This can be found on the class page, under remote learning in the home learning section of the website. The class and home learning planning will be for children at home and for key worker groups at school. Pearson Bug Club, TTRS, Numbots and physical activity can be used within the planner. As long as it remains reasonably possible families will be contacted once a week to check well-being. Dependent on length of closure other methods such as home learning packs maybe used to support the class and home learning planner.The PlayWaze app will also be used to encourage children to take part in virtual challenges. A pre-recorded story, read by the class teacher will be uploaded each week for children to watch. There will be at least two Zoom class catch up meetings led the teacher. Families will be contacted at least once a week. |
| **SLT Expectation** | **Teacher Expectation** | **Teaching Assistant Expectation** | **Admin Expectation** |
| **-**  Write letter and update website informing parents about school closure.- Identify key worker and vulnerable children, put into bubbles.- Ensure all staff know what their role is during school closure.**-** Find out families position with ICT through questionnaires. -Analyse findings and where necessary give out hardware and internet access.- Deliver food parcels and items needed for home learning.- Monitor work provided by class teachers.- Weekly monitoring of class grids and contact sheets, liaise with teachers about individual children.- Give teachers’ access to Twitter.- Follow up concerns made by staff about home learning participation and general well-being. This may take the form of another phone call, video call or home visit.- Follow up safeguarding concerns.- Keep staff up to date with new resources/sites they can use.- Provide DDAT and Governors with updates on home learning. | - Plan weekly class home learning planning.- Upload planner and update class page ready for use on Monday morning at 9.00am.- Read, record and upload a class story to the website using See-Saw.- Set up a class Zoom catch up using the home learning e-mail address. Forward to admin the day before.- Continue to promote Pearson Bug Club, Numbots/TTRS and PlayWaze- Encourage parents to send work and maintain regular contact via the class e-mail and See-Saw.- Complete weekly monitoring grid for class, send to SB.- Depending on other responsibilities during closure contact parents by phone and complete Covid Contact Record Sheet. - Upload good examples of work to Twitter.- Share good resources/sites with staff.- Feedback immediately to DSLs about safeguarding concerns via phone call and safeguarding e-mail. *- Subject leaders to ensure subject pages on website are updated termly.* | - If directed, contact parents by phone and complete Covid Contact Record Sheet. - Support bubble teacher with teaching and learning in school.- Support whole school by completing other jobs which may be vital to re-opening of school or the making of new resources.- Feedback immediately to DSLs about safeguarding concerns via phone call and safeguarding e-mail.  | - Support staff working from home with access/problems relating to Integris.- Provide regular updates via text/e-mail/phone/newsletter regarding the bubble closure and home learning expectations.- Send out links for Zoom class catch up meetings by 9.30am on the day of the meet.- Ensure teachers know which children can have photos shared on social media.- Support staff in school with photocopying and ordering for home or in school learning.- Feedback immediately to DSLs about safeguarding concerns via phone call and safeguarding e-mail.  |
| In the event of staff within testing positive for coronavirus or being off with another illness. There will be an expectation that all other staff within school will help to ensure that regular contact with families and home learning continues at the same standard for all children working at home and those still in school as key worker or vulnerable children.  |