



Remote Education Policy

Safeguarding Statement

West Heath Primary will continuously strive to ensure that everyone in our school is treated with respect and dignity. Each person in our school will be given fair and equal opportunity to develop their full potential with positive regard to gender, ethnicity, cultural and religious background, sexuality or disability. West Heath Primary School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff to share this commitment.

Remote Education Policy

Aims

This remote learning policy 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 staff with regard to remote education.

Use of remote learning

All pupils should attend school, in line with our attendance policy. Remote education is not viewed as an equal alternative to attendance in school. Circumstances that may include the need for remote education include:

- School closures or restrictions on attendance, where school access for pupils is restricted.
- Individual cases where a pupil is unable to attend school but is able to learn.

We will consider providing pupils with remote education on a case-by-case basis.

Remote education will not be used as a justification for sending pupils home due to misbehaviour. This would count as a suspension, even if the pupil is asked to access online education while suspended.

Roles and responsibilities

Teachers (In the case of enforced closures)

When providing remote learning, teachers must be available between 8.30 a.m and 3.00 p.m. If they're unable to work for any reason during this time, for example, due to sickness or caring for a dependent, they should report this using the normal absence procedure.

When providing remote learning, teachers should:

- Provide pupils with access to remote education within in 24 hours of an enforced closure
- Make reasonable adjustments for pupils with SEND to access remote education, where required, informed by relevant considerations including the support families will require and the types of services that pupils can access remotely

They are responsible for:

- Setting work that is appropriate to the age and stage of the child (3 hours for EYFS and KS1 and 4 hours for KS2).
- Ensuring the work that is set is of a high quality.
- Directing TAs.
- Ensuring the needs of children with SEND or other additional needs are catered for
- Ensuring feedback is provided to children.
- Liaising with parents

Teachers (In the event of individual children needing remote education)

As teachers will be in school educating the children in the classroom, all remote education for individual children will be set using the Oak National Academy. Teachers will ensure that this is communicated to parents and that the work set is appropriate to the age and stage of the child.

The teacher will communicate with parents via email, although it must be noted that the teacher will not be able to answer emails immediately due to teaching commitments.

Teaching assistants

When assisting with remote learning, teaching assistants must be available for work during their normal contracted hours.

If they're unable to work for any reason during this time, for example, due to sickness or caring for a dependent, they should report this using the normal absence procedure.

Teaching assistants will be directed by their class teacher or a senior leader.

Senior leaders

The deputy headteacher has the overarching responsibility for the quality and delivery of remote education.

They are responsible for:

- Coordinating the remote learning approach across the school
- Monitoring the effectiveness of remote learning
- Ensuring staff remain trained and confident in their use of online digital platforms is applicable.
- Providing information to parents/carers and pupils about remote education
- Working with the school business manager and the catering team to ensure pupils eligible for free school meals are provided with good quality lunch parcels or food vouchers

Safeguarding

When providing remote education to any pupil, the school's safeguarding policy applies in its entirety.

Monitoring

This policy will be reviewed annually by the senior leadership team.