



Remote Learning Offer Guidance for Parents & Carers

Effective Spring 2020

Reviewed January 2021

Reviewed March 2023

Introduction

The purpose of this guidance is to set out Hazelwood Schools' commitment to our pupils and their families whilst providing remote learning offsite. It is effective from March 2023.

This information is intended to provide clarity and transparency to pupils and parents/carers about what to expect from remote education where national or local restrictions require entire cohorts to remain at home.

Key Principles

At Hazelwood Schools we have developed and improved upon our Remote Learning Offers written in Spring 2020 and January 2021.

We have considered and reviewed the feedback we had from the following stakeholders:

- Parents/Carers
- Governors,
- Staff,
- Pupils

In providing remote learning opportunities at Hazelwood Schools, we will always use our best endeavours to enable the best support and education for our pupils whilst they are learning at home.

Below is a list of ways we intend to achieve this:

- At Hazelwood we will provide remote learning (including remote teaching and independent work) which we expect will take pupils broadly 3 to 4 hours to complete each day.
- We teach the same curriculum remotely as we do in school wherever possible and appropriate.
- We will provide at least 3 lessons per day.
- Our Remote Learning Offer will cover a range of subjects/curriculum areas within a day and across a week.
- We will continue to provide remote learning opportunities through the follow platforms:
 - EYFS – Tapestry and Microsoft Teams
 - Year 1-6 – Google Classroom and Microsoft Teams
- We will endeavour to support pupil's mental health and wellbeing via regular phone calls and twice a day live class get together on Microsoft Teams.
- We will be realistic, flexible and understanding of each family's circumstances in our offer by providing work that can be accessed by families at any time.
- We will ensure all staff are clear about expectations and communication with families with regards to safeguarding.
- We recognise that remote learning cannot replace face to face teaching therefore we will endeavour to be clear about what key skills, knowledge and experience will best support children with their learning.
- Curriculum Maps/Webs can still be found on Year Group Pages on our website to advise parents and carers of the learning that should be taken place in the classrooms each half term.
- We will remember that parents/carers cannot be expected to become teachers and will work with families to overcome any challenges they may face.

Accessing Your Child's Learning

We have provided each child with log in information and password to all relevant platforms. However if parents/carers experience any difficulties, they can speak to their child's class teacher or contact the school office via office@hazelwood.enfield.sch.uk

We will make daily learning as accessible and as manageable as possible by providing key information on the relevant platform (Tapestry, Google Classroom and Microsoft Teams).

Where remote access is challenging, we will endeavour to support parents/carers with access to remote learning by loaning suitable devices/Chromebooks or providing alternatives (e.g. learning packs and other resources etc.) to the best of our ability.

We will allocate devices by prioritising those families who have no devices in the first instance, followed by families where many children are sharing devices. If families are struggling, please contact the child's class teacher or the office via office@hazelwood.enfield.sch.uk to make a request.

We are not expecting families to print out resources to support remote learning. We will provide those families who are unable to access the remote learning online, with paper learning packs. These packs will either be delivered or can be collected from the school office via appointment only.

Remote Learning Offer

General Principles

- We will hold a twice daily check in for each class, staggered to support siblings. These will take place on Microsoft Teams. The morning session will include a register, explanation of the work for the day and give children an opportunity to ask you any questions. The afternoon session will include an opportunity to ask questions, take feedback, quiz / retrieval, read a story and prepare the children for what is planned for the next day.
- Work provided will have a clear explanation as to how to complete it. This may be in the form of a pre-made video (e.g. White Rose), PowerPoint with added audio, Loom video or written explanation.
- Teachers (and year group staff) will make regular phone calls to pupils and their families if pupils are not attending onsite provision as part of safeguarding vigilance.
- If pupils are not engaging daily with their remote provision, families will be contacted by the class teacher in the first instance, followed by a member of the Senior Leadership Team (SLT) if there is no improvement.
- All up-coming learning (for pupils to complete) will be uploaded by 9am in the morning pupils need to complete it, in order to support families to plan their days and/or allocate the sharing of devices.
- To support parents and carers, it is up to them to decide how to best organise the day's learning activities for their children to best suit their family's unique home/working lives.
- There is an expectation that all pupils will complete the tasks set by the agreed date.
- Work set will teach new concepts and reinforce learning and support pupils with skills and knowledge in line with Hazelwood's curriculum.
- Work set and accompanying resources should enable pupils to work independently and may contain a range of online and offline work.
- Class teachers will remind pupils about how to remain safe online and will provide a weekly task to facilitate this.
- When setting work we will ensure it matches the age range and capabilities of the pupils, including adapting suitably for children with SEND.
- Expected outcomes will endeavour to ensure that pupils feel successful and positive about their remote learning experiences.
- For some pupils, teachers will use their professional judgement to signpost parents and carers to possible additional support; extension activities or challenges to promote further engagement.

Responding to Pupils' Work- Marking & Feedback

- Staff will respond to all work submitted by pupils following our usual marking and feedback policy

- Staff responses will be positive and motivate pupils whilst addressing misconceptions where appropriate.
- Marking and feedback from staff will be given in a timely manner.
- If limited amounts of work are submitted by pupils, families will be contacted by the class teacher.
- If concerns continue, families will be contacted by a member of the Senior Leadership Team (SLT) to determine how best to support the family.
- Members of the year group team will respond to parents/carers queries and questions within usual contracted hours of the school day.
- The frequency and speed of marking may be affected by staff absences.

Pupils' Mental Health and Well-being

- Resources to support parents/carers at home will be shared in regular emails and newsletters.
- A weekly physical activity will be included in the activities for all year groups.
- A weekly PSHE lesson will be included to support pupil well-being.
- Teachers will facilitate a live meeting with all children in their class twice daily via Microsoft Teams

Raising Concerns about Remote Provision

As with any concern raised by Hazelwood community members, we always want to work collaboratively towards resolving complaints (or addressing misconceptions) as quickly as possible.

In the first instance, any complaints or concerns should be made to the class teacher or headteacher. On-going complaints will follow the complaints procedure found in the policies section of our school website: www.Hazelwoodschoools.org.uk