



Fountain Head House School

Remote Education Plan

## FHHS - Remote Education Rationale

Fountain Head House School understands the need to continually deliver high quality education, including during periods of remote learning – whether for an individual pupil or many pupils. We recognise the importance of maintaining high expectations in all areas of school life and ensuring that all pupils have access to the learning resources and support they need to succeed

Through the implementation of this plan, we aim to address the key concerns associated with remote learning, such as online safety, access to educational resources, data protection, and safeguarding

From 22 October 2020, schools have a legal duty to provide remote education to all pupils who require it

Guidance

**Addendum: recording attendance in relation to coronavirus (COVID-19) during the 2021 to 2022 academic year**

Updated 6 May 2022

Schools and colleges should continue to provide remote education to allow children and young people, who are well enough to learn, to keep pace with their education when in-person attendance in school or college is either not possible or contrary to government guidance.

Schools should keep a record of, and monitor engagement with, this activity, but this does not need to be tracked in the attendance register.

## FHHS - Remote Education Aims

- Outline the school's approach to educating pupils who will not be attending school as a result of government or public health guidance
- Set out the expectations of staff who are not attending school as a result of government or public health guidance, but are healthy and able to continue planning, teaching and assessing pupils' work
- Ensure that remote education is offered as soon as possible when it becomes necessary
- Ensure that there is consistency in the approach to remote learning across the school with the inclusion of continuous delivery of the school's broad curriculum, as well as support of pupils' well-being.
- Where possible, ensure all pupils have the provision they need to complete their work to the best of their ability, and to remain happy, healthy, and supported during periods of remote learning
- Provide clear expectations for members of the school community with regards to delivering high quality interactive remote learning
- Support effective communication between the school and families so that parents/carers and pupils can access and make the best use of resources
- Provide appropriate guidelines for data protection and safeguarding.

## Legal Framework

- Education Act 2004
- The General Data Protection Regulation (GDPR); Data Protection Act 2018
- DfE (2021) 'Keeping children safe in education'
- DfE (2019) 'School attendance'
- DfE (2018) 'Health and safety: responsibilities and duties for schools'
- DfE (2017) 'Special educational needs and disability code of practice: 0 to 25 years'
- GOV.UK - Remote education good practice (updated 24 March 2021)
- DfE (May 2022) 'Addendum: recording attendance in relation to coronavirus (COVID-19) during the 2021 to 2022 academic year'



## Remote Education

- First couple of days - work packs
- Within the first week - adapted timetable with a combination of live lessons through an approved digital platform, digital resources and work packs as applicable
- Teachers will prepare visual timetables specifying live online sessions and work set through a range of resources

## Attendance

- Attendance will be taken as pupils join live online lessons; complete work packs (digital and hardcopies)

## Remote Curriculum

- The Remote Curriculum will be as similar as possible to the school curriculum
- There will be adaptations to the timetable and to delivery (e.g. some subjects might not suit learning at home)

## Engagement & Feedback

- Teachers will have regular contact with parents/carers
- Feedback will be given via email or phone calls
- Where a pupil struggles to engage in remote education, the teacher will discuss with the parent/carer how to best approach this. If needed the teacher will engage with the Senior Leadership Team for advice
- Teachers will assess progress through a range of activities and through marking work. Written or verbal feedback will be given either to the pupil or their parents/carers dependent on the needs of the pupil

## Individual Pupil not able to attend school due to health reasons

- Where individual pupils are not able to attend school due to health reasons but the majority of their peer group remains in school, the type of remote education provided will likely differ from the approach to whole groups. This is due to the challenges of teaching pupils both at home and in school.
- Teachers will prepare specific learning for individual pupils who are not able to attend school due to health reasons and aim for this to be as approximate as possible to the learning the pupil would be doing in school



## Live online lessons - PROTOCOL

### GUIDANCE FOR STAFF

#### Staff delivering live online lessons from home

- Sit against a neutral background
- Avoid being situated in areas which have personalised items on the background.
- Dress as they would for school
- Double check that any other tabs they have open in their browser would be appropriate for a child to see, if they are sharing their screen
- Use professional language
- Record all remote education sessions for safeguarding purposes
- Avoid any individual remote education sessions. If there is a need for this, for example to provide pastoral support or specific learning activities, seek approval from the Senior Leadership Team, and have another professional taking part in the session
- Check if parents/carers are following the guidance listed below and if this is not the case:
  - discreetly inform the parent/carer that the session will be interrupted and that content to explain the reasons why will be made as soon as possible
  - report the situation to the senior leadership team
  - engage with the parent/carer to explain what is expected as per the 'guidance for parents/carers' provided by the school
  - re-instate the remote education live online sessions once the necessary adjustments have been made
  - if this is not possible, provide alternative resources to replace the live online sessions (e.g. work packs)
- Pupils will access learning with home devices. If a pupil does not have a home device available, school will provide a device on loan. Parents will sign an agreement stating that the device must be used for learning purposes only and that the device must be returned to school when the need for remote education ceases.

### GUIDANCE FOR PARENTS/CARERS

#### Things to check before your child takes part in a live remote education session

- Make sure your child is wearing appropriate clothing (i.e. not pyjamas). Play clothes are fine.
- An adult should be near and be able to hear the sound but they don't have to be on screen
- Find a quiet place in your house where your child can engage in the lesson.
- Remember everyone can hear what your child and any other people in the room say
- Be patient, everybody's technology and internet connection are different so your child may need to wait a little while
- Please do not pass on the meeting codes or links to anybody else
- Live remote education sessions should not be recorded by anyone attending the session (note: they will be recorded by the school for safeguarding purposes)
- Pupils or other persons attending live remote education sessions should not take screen shots of any part of the session



## The remote curriculum: what is taught to pupils at home

### What should my child expect from immediate remote education in the first day or two of pupils being sent home?

A pupil's first day or two of being educated remotely might look different from our standard approach, while we take all necessary actions to prepare for a longer period of remote education.

Teachers will make contact with parents to check in, this contact will be made via email or phone. Remote education will be set for the short term, this may include lists of activities and ideas for timetables to provide your child with routine whilst at home.

### Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were in school?

We teach the same curriculum remotely as we do in school wherever possible and appropriate. However, some adaptations to the timetable and delivery of lessons will be made to better suit learning at home. We might give ideas on how this can happen in the home setting following an adapted programme of learning. There might be lessons which do not lend themselves to home learning and these will be addressed specifically for each class. For example, PE might be adapted or teachers might guide you to appropriate websites such as Joe Wickes.

## Remote teaching and study time each day

### How long can I expect work set by the school to take my child each day?

Government expectations for mainstream schools state that pupils should be provided with a minimum of 4 hours home learning a day. We understand that for our pupils at Fountain Head House School this may not be a realistic expectation.

We will create a timetable with some lessons delivered live via digital platforms, some lessons having work set through digital or paper resources. Some lessons where applicable, might be set as projects or practical activities which are suited to the home setting.

Some of our pupils might not engage in remote learning due to their specific characteristics or to identifying learning only with the school setting. When this is the case, teachers will engage with parents/carers to look at other possible ways of bringing learning to the pupil.

## Live Remote Education sessions via digital platforms

### Things to check before you take part in a live remote education session

- Make sure your child is wearing appropriate clothing (i.e. not pyjamas). Play clothes are fine.
- An adult should be near and be able to hear the sound but they don't have to be on screen
- Find a quiet place in your house where your child can engage in the lesson.
- Remember everyone can hear what your child and any other people in the room say
- Be patient, everybody's technology and internet connection are different so your child may need to wait a little while
- Please do not pass on the meeting codes or links to anybody else
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## Accessing remote education

### How will my child access any online remote education you are providing?

Home learning will be provided via live online sessions and a link to access the lesson will be sent to parent/carers via email.

Pupils will access learning with home devices. If a pupil does not have a home device available, school will provide a device on loan. Parents will sign an agreement stating that the device must be used for learning purposes only and that the device must be returned to school when the need for remote education ceases.

### If my child does not have digital or online access at home, how will you support them to access remote education?

We recognise that some pupils may not have suitable online access at home.

If you do not have access to technology that can be used to access home learning please let us know as soon as possible. We will endeavour to sign post parents/carers to government schemes in place to provide technology for remote learning, this includes things such as laptops and iPads.

If you do not have internet access or do not have printing facilities we can send learning home by post. This will be sent with a self-addressed envelope for you to return any work to school for marking. Communication with teachers can continue to be via email or phoning the school.

### How will my child be taught remotely?

We will use a combination of approaches to teach pupils remotely. There will be live learning via digital platforms, digital resources, work packs, and any other suitable approaches.

### If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?

Where individual pupils need to self-isolate but the majority of their peer group remains in school, how remote education is provided will likely differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school.

Teachers will prepare specific learning for individual pupils who need to self-isolate and aim for this to be as approximate as possible to the learning the pupil would be doing in school.

## Engagement and feedback

### What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

- We understand that many of our children will struggle with the idea of remote education, if this is the case please do talk with the class teacher directly.
- If your child will not engage with home education, but you would like support with other ideas for things to do at home/ routines/ behaviour management etc. please get in contact with the class teacher.
- We understand that many of our pupils will require parental support in order to engage in home learning and that for many busy families this may be hard for you to do. If this is the case, do speak to the teacher who will be able to offer support.

### How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

- Teachers will keep in regular contact via emails or phone calls
- Feedback will be given via email or telephone

### How will you assess my child's work and progress?

Teachers will assess progress through a range of activities and through marking work. Written or verbal feedback will be given either to the child or their parents/carers dependent on the needs of the child.