



Lumen Learning Trust Contingency Plan for Remote Learning Echelford Primary School



Introduction	<p>Our overarching aims are to keep our core purpose of teaching and learning continuing as effectively as possible, and to maintain a connection between staff, pupils and their families. During a school or bubble closure each pupil will be provided with learning to do at home and every Lumen Learning Trust school has high expectations of all pupils to complete the work set. Activities and tasks will be shared via Google Classroom and this will be updated daily. However, all Lumen Learning Trust schools also recognise that health and wellbeing are paramount and we appreciate that the level of work that might be undertaken by a child will reflect the situation and circumstances at home. Where necessary some paper copies of materials might be provided however this offer is time-bonded due to the inherent challenge of ensuring the necessary infection control measures are maintained. In the event of whole school closure each school will, to their best endeavours, loan Chromebooks/iPads to those pupils with no access at all to a device, as indicated by the parent surveys carried out September 2020.</p> <p>To ensure pupils and parents will remain confident with the process of accessing Google Classroom, some learning will be set for completion at home each week during term time throughout the academic year - including when the school is open and operating as normal. In this way, the school is also able to ensure that the system is working effectively and everyone has the relevant information and log in details, so that in event of school closure the system can be accessed immediately for daily learning.</p>
To enable teaching and learning to continue as effectively as possible during the need for remote learning:	<ul style="list-style-type: none">• We will make daily contact with pupils via Google Classroom. This could be in the form of a typed message or a short, pre-recorded video.• We will not use live lessons but provide frequent and clear explanations of new content using high quality resources and pre-recorded videos.• We will monitor the phone logs to ensure families are called regularly and any issues are followed up.• We will monitor the engagement of pupils' learning and work with pupils and their families to secure best engagement possible.• We will communicate regularly with families through social media, Weekly Newsletters and phone calls.• Where necessary, we will provide additional support via contact with a relevant member of staff to provide additional support for those children with particular vulnerabilities or additional needs.



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Our staff will:	<ul style="list-style-type: none">• Hold a daily registration session each morning.• Provide daily learning opportunities for English and Maths and weekly learning opportunities for foundations subjects, as guided by the relevant Curriculum Framework.• Provide relevant videos to explain concepts and ensure pupils understand their learning.• Provide a weekly timetable for pupils.• Provide learning and feedback within school hours as far as they possibly can. Work will be uploaded the day before it is required (except for the first day of closure).• Provide written feedback to pupils at least twice a week whilst they are working at home.• Contact and talk to each pupil at least once a week, individually or as part of a group session.• Monitor the daily engagement of pupils and contact families of those not engaging in order to offer support.• Aim to provide a balance of learning from worksheets to online tasks. Where worksheets are shared an alternative will be suggested for families who cannot print the task out.• Log any safeguarding concerns on CPOMS and liaise with relevant DSL.• Adhere to all the professional expectations of conduct as detailed in the relevant Addendum to the LLT Child Protection Policy 2020.• Fulfil expectations of Teachers Professional Standards.• Model online safety expectations and give frequent reminders about staying safe online as and when appropriate (i.e. not so that it interrupts the learning, but often enough that the reminders aren't forgotten).• Ensure that any videos or Google Meet sessions are facilitated with a neutral background and no visible personal items. Staff will appear professionally dressed as they would for a school day.
Our pupils/students will be expected to:	<ul style="list-style-type: none">• Log on to Google Classroom to access the appropriate recorded video sessions each morning and complete the registration task.• Watch all of the learning videos, taking a full and active part in them.• Complete the learning set by their teacher each day and upload their learning as requested by the teacher – file/photograph/video.• Maintain links with their friends through safe streams set up by the school (such as Google Meet) – whilst at the same time adhering to the online behaviour expectations i.e. if you wouldn't say it in person, don't say it online.



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	<ul style="list-style-type: none">• Use relevant online resources such as: numbots, Collins Connect, getepic, phonics play, TT Rockstars and any other resources provided by the school.• Use all online resources safely and responsibly.
Parents are responsible for:	<ul style="list-style-type: none">• Set a clear routine with each child using the timetable and the daily learning set.• Read all communications that come out from the school to ensure they are fully aware and up to date with news.• Support their children to complete all of the learning set.• Liaise with school staff and seek support on behalf of their child when needed, with class teacher via email.• Ensure courtesy and politeness to any member of staff within any communication.• Provide access to the learning offered for their children.• Support their children by emailing the teacher pictures of completed work for assessment and feedback.• Let staff know if the family circumstances change or if a particular incident occurs which causes their child to be particularly distressed.
How to access work <i>Use this section to briefly outline how pupils and parents can access work for example weblinks, learning platforms and physical resources</i>	<p>All remote learning will be accessed via Google Classroom. This includes links to online activities.</p> <p>A video demonstration for logging in is available here: https://youtu.be/80DweXXW58I.</p> <p>In the event of school or bubble closure, parents will be informed via email of the closure. Further information will follow with a reminder of how to access Google Classroom.</p> <p>For children who are isolating, an online 'rainbow classroom' will be opened up once the school has been informed that the family are isolating.</p> <p>Google Classroom will be used for weekly homework to keep all children in Y1-6 updated on how to access their learning.</p>



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Vulnerable and Key Workers	In light of a whole school closure the school will be open for Key Worker and vulnerable children. They will be placed into Bubbles with 2 members of staff. They will complete all remote learning set by their year group on devices provided by the school.
Communication <i>Outline here how the school will communicate with pupils and parents</i>	<p>Communication via email and text message will remain the key method of communication regarding updates to school opening and remote learning.</p> <p>Year group email addresses will be shared with the whole school community enabling closer contact with class teachers.</p> <p>Weekly newsletters will update on learning taking place and where additional resources or advice can be found.</p> <p>Social media (Facebook) will be used to highlight different resources available to support families.</p> <p>Regular check in phonecalls will take place with staff.</p>