



West Ashtead Primary School

Remote Learning Provision

Overarching Principles and Rationale

This remote learning provision incorporates feedback from staff, parents, children and research from EEF (Education Endowment Foundation). It was begun in September 2020 and reviewed in January 2021.

The plan sets out possible scenarios and the expectations of the school community for those scenarios.

The curriculum, whether in school or remote, is closely aligned and clearly sequenced and where possible remote plans mirror the intended sequence of face to face teaching.

Online tools used are consistent throughout the school. Teachers will use a variety of resources such as resources made by the school, digital and paper resources or nationally produced resources. Lessons are pre-recorded which allows children and families to access the same materials at a time suitable for them. Our parent questionnaire showed that many of our families access work at differing times of the day.

West Ashted is part of DfE's Get Help with Technology programme and will have a small supply of devices that can be loaned to pupils if appropriate.

Important contacts:

Mrs Haddad and Mrs Walsh are the point of contact if your child is **unwell, showing symptoms or has had a positive test**. If you have any questions about any of these things please email them on info@west-ashtead.surrey.sch.uk or by phone 01372 272082

Mrs Hall and Ms O'Hanlon monitor the **Home Learning**. They also look after the staff and ensure that if they are unwell that we have alternative plans for your children.

Mrs Hall is the **Designated Safeguarding Lead** and our **Deputy Designated Safeguarding Leads** are Ms O'Hanlon and Miss Hopkins. If you have any safeguarding concerns over a child please contact at head@west-ashtead.surrey.sch.uk, eo'hanlon@west-ashtead.surrey.sch.uk, khopkins@west-ashtead.surrey.sch.uk or by phone 01372 272082

Online Safety. The Department of Education has produced excellent guidance which outlines resources to help keep children safe from risks online and where to go to receive support and advice. This guidance can be found [here](#) and on our website [here](#). You will find step by step guides on how to control apps your children are using, set family friendly filters on your wifi and guidance specifically for children so they can learn how to stay safe online. If you are worried about the amount of time your child is spending on a screen [thinkuknow](#) website has family friendly resources you can work through with your children to highlight the importance of staying safe online. If you are worried about a communication or interaction your child has experienced online please make the Class Teacher aware and you can also report it by using the [CEOP](#) online safety centre. Class Teachers can be contacted via google classroom, email or telephone.

Mrs Love is responsible for any children of **critical workers** or **vulnerable** children coming to school. Please email her bursar@west-ashtead.surrey.sch.uk if you have any questions or need any guidance in this area.

Mrs Love is also able to signpost support for any vulnerable students, those who are on FSM who require support or any families who need additional support at this difficult time. She can be contacted by email bursar@west-ashtead.surrey.sch.uk or by phone 01372 272082

Mrs Lou Allum is our **Special Educational Needs Co-ordinator**. If you have any questions about Special Educational Needs, she can be contacted by email senco@west-ashtead.surrey.sch.uk or by phone 01372 272082. For the Spring Term Ms O'Hanlon will be covering eo'hanlon@west-ashtead.surrey.sch.uk

Mrs Meadows is our **Emotional Literacy Support Assistant**. We have further information on our website [Mental Health and Well-being](#) If you would like further guidance or advice on how to support your child, she can be contacted by email cmeadows@west-ashtead.surrey.sch.uk or by phone 01372 272082

If you have any questions please do email the relevant person or if you are unsure who to ask you should email info@west-ashtead.surrey.sch.uk and they will support you.

Scenarios	Remote Learning Package	Expectations of STAFF	Expectations of PARENTS and CHILDREN
<p>Individuals self isolating Children</p>	<p>Google Classroom</p> <ul style="list-style-type: none"> ● Full curriculum offer with individual programme for SEND children ● Communication ● Feedback given in depth on extended writing and maths ● Bespoke paper based work 	<p>Teachers</p> <ul style="list-style-type: none"> ● Differentiation for all children ● Bespoke materials for SEN when appropriate ● Daily communication with child ● Monitor child's engagement and progress <p>Teaching Assistants</p> <ul style="list-style-type: none"> ● Work with teacher to tailor learning for SEN pupils <p>SLT</p> <ul style="list-style-type: none"> ● Member of SLT to contact during period of isolation 	<p>Children</p> <ul style="list-style-type: none"> ● Log on to Google classroom daily ● Complete ALL learning set and upload their learning as requested ● Communicate regularly through Google stream ● Use online resources- such as TT Rockstars, My Maths, Lexia, Purple Mash and School Jam as appropriate <p>Parents</p> <ul style="list-style-type: none"> ● Support their child to complete the learning ● Set a clear routine ● Read all communications ● Liaise with staff and seek support when needed with class teacher via email ● Ensure courtesy and politeness in communications with staff
<p>Larger groups self isolating</p>	<p>Google Classroom</p> <ul style="list-style-type: none"> ● Full curriculum offered ● Some recorded lessons ● Communication ● Feedback given in depth on extended writing and maths ● Google Meet offered weekly in small groups of up to 10 ● Bespoke paper based work ● Regular storytimes 	<p>Teachers</p> <ul style="list-style-type: none"> ● Recorded lessons as appropriate ● Differentiation for all children ● Bespoke materials for SEN when appropriate ● Daily communication with children ● Use of Google Meet weekly to check on well being and progress ● Monitor individual children's engagement and progress <p>Teaching Assistants</p> <ul style="list-style-type: none"> ● Work with teacher to tailor learning for SEN pupils <p>SLT</p> <ul style="list-style-type: none"> ● Member of SLT to contact families ELSA / SENCO contact when appropriate ● Weekly message on class stream ● Newsletters ● Head to put 3 assemblies online 	<p>Children</p> <ul style="list-style-type: none"> ● Log on to Google classroom daily ● Complete ALL learning set and upload their learning as requested ● Communicate regularly through Google stream ● Use online resources- such as TT Rockstars, My Maths, Lexia, Purple Mash and School Jam as appropriate <p>Parents</p> <ul style="list-style-type: none"> ● Support their child to complete the learning ● Set a clear routine ● Read all communications ● Liaise with staff and seek support when needed with class teacher via email ● Ensure courtesy and politeness in communications with staff

<p>School open for key worker and vulnerable children</p>	<p>Google Classroom</p> <ul style="list-style-type: none"> ● Full curriculum offered ● Some recorded lessons ● Communication ● Feedback given in depth on extended writing and maths ● Google Meet offered weekly in small groups of up to 10 ● Bespoke paper based work ● Regular storytimes 	<p>Teachers</p> <ul style="list-style-type: none"> ● Recorded lessons as appropriate ● Differentiation for all children ● Bespoke materials for SEN when appropriate ● Daily communication with children ● Use of Google Meet weekly to check on well being and progress ● Monitor individual children's engagement and progress <p>Teaching Assistants</p> <ul style="list-style-type: none"> ● Work with teacher to tailor learning for SEN pupils <p>SLT</p> <ul style="list-style-type: none"> ● Member of SLT to contact families ● ELSA / SENCO contact when appropriate ● Messages on class stream ● Weekly newsletter ● Head to put 3 assemblies online 	<p>All Pupil Premium, vulnerable, children with social workers, EHCP and key workers children to attend school daily</p> <p>Children</p> <ul style="list-style-type: none"> ● Log on to Google classroom daily ● Complete ALL learning set and upload their learning as requested ● Communicate regularly through Google stream ● Use online resources- such as TT Rockstars, Third Space Learning, My Maths, Lexia, Purple Mash and School Jam as appropriate <p>Parents</p> <ul style="list-style-type: none"> ● Support their child to complete the learning ● Set a clear routine ● Read all communications ● Liaise with staff and seek support when needed with class teacher via email ● Ensure courtesy and politeness in communications with staff
<p>Individuals self isolating Staff</p>	<p>Google Classroom</p> <ul style="list-style-type: none"> ● Full curriculum offer with individual programme for SEND children ● Some recorded lessons ● Communication ● Feedback given in depth on extended writing and maths ● Liaise with supply teacher 	<p>Teachers</p> <ul style="list-style-type: none"> ● Recorded lessons as appropriate ● Differentiation for all children ● Bespoke materials for SEN when appropriate ● Daily communication with children ● Liaise with Year group partner and teaching assistants ● Monitor individual children's engagement and progress <p>SLT</p> <ul style="list-style-type: none"> ● Organise and manage cover ● Regular communication 	

Frequently Asked Questions

Feedback

Teachers provide individual feedback where appropriate and it usually includes next steps or development points. Feedback is given using written comments or verbally using note. When in school, not all work is marked and teachers give feedback to the whole class verbally. Teachers will provide feedback of this nature through the class stream. Teachers also share and celebrate achievements and good examples on the class stream.

Assessment and Progress

Teachers incorporate assessment activities into the lessons through activities such as quizzes, introductory and revision tasks.

Engagement

All children are monitored to track their levels of engagement. Teachers, SENCo, ELSA and SLT will contact parents either by phone or by door stop visits if there is a concern.