



Westbourne School Remote Learning Policy

Person Responsible	Paul Bunton, in consultation with the Senior Management Team
Date Written	26th March 2020 (to be reviewed annually or as necessary)
Reviews	<p>2nd April 2020 - done (SMT) 9th April 2020 - done (ND) 16th April 2020 - done (SMT + ICT Co-ordinators) 23rd April 2020 - done (SMT) 30th April 2020 - done (SMT + ICT Co-ordinators) 14th May 2020 - done (SMT, E-Safety Co-ordinator and Head of EYFS)</p> <p>Half-Term</p> <p>5th June 2020 - done (SMT, E-Safety Co-ordinator and Head of EYFS) 18th June 2020 done (SMT, E-Safety Co-ordinator and Head of EYFS) 14th October 2020 - done (PB2/SMT) 10th January 2020 - done (PB2/SMT)</p>

Rationale

At the time of writing this policy, schools have moved into a second long lockdown with no published end-date. Pupils' education has been disrupted repeatedly over the past 9 months. The movement from face-to-face to remote learning and back again provides additional challenges for us all. We are proud of how well our pupils and staff have taken this on, to put us in a positive educational position.

Aims

This policy aims to briefly outline the expectations for staff, students and parents of **Junior and Senior School Pupils**, aiming to find the correct balance between educational standards and well-being.

Overview

Due to the extended nature of the disruption to schooling, we have decided that during the current lockdown attending lessons and being on time is compulsory. We have greater expectations of us as a school and of pupils to ensure that their education doesn't unduly suffer. Please see the details below.

Teachers

- Monitor pupils in their teaching groups' attendance and well-being;
- Plan and deliver lessons that are as engaging as possible and with interactive elements;
- Be online at the time of lessons and available to support pupils. This may be via Google Meet, Classroom or email;
- Assess and feedback on pupil engagement and progress;
- Challenge standards to ensure the best possible progress.
- Set work 45 minutes work per missing lesson from the timetable.

Pupils

- Be on time and available for your full lesson duration including form-time;

- Actively join in with Google Meets or other group activities, this includes having your camera on unless expressly given permission not to;
- Give your best in every activity, try to find solutions if you have difficulties and contact your teacher if you can't solve them;
- Evidence your work via Meets, photos or electronic documents;
- Remember to click "hand in";
- To complete the work for lessons missing from Remote timetable.
- Support each other, phoning a friend may help.

Parents

- Please check that your child is online at the correct times and where you have time available, ask them to show you what they have done;
- Encourage your child to be independent and develop their own strategies to solve any problems. i.e. contact the teacher/phone a friend;
- Inform your child's base tutor in Seniors or form tutor in Juniors if your child has difficulties with the above or is unwell.

Grading Pupil Work

This term, we are also raising the bar for our Senior School Assessments:

1. Excellent - pupils are doing all that they can to make progress.
 2. Good - pupils are doing the expected work to a high standard.
 3. Satisfactory - pupils are doing the expected to a basic standard.
 4. Inconsistent - pupils are doing some of the work.
 5. Serious concerns - no work seen this week.
- X - Non attendance - pupils have not been seen online this week.

Safeguarding during remote learning -Please see Safeguarding addendum.

Google Meet

Please be aware that where teachers select Google Meet as the appropriate vehicle for a lesson, it is a form of video conferencing. All pupils are now expected to have cameras on for at least part of these lessons. Please be conscious of the

environment that other pupils may see, perhaps use the “blur background” feature. In some schools there have been distractions to lessons or even safeguarding issues due to lack of consideration of this matter.