



Inspire - Educate - Motivate

Remote Education Policy

At Oldcastle we are committed to providing a blended learning approach for all our pupils during a prolonged school closure and the information set out below provides parents with further details on remote learning offered by Oldcastle Primary School.

The remote curriculum: what is taught to pupils at 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 teaching.

In time of prolonged school closure we will endeavour to ensure that we provide the loan of a chromebook to as many children as possible. Parents will be able to request the loan of a chromebook for any period of remote learning.

Will my child be receiving the same curriculum as they would if they were in school?

At Oldcastle we will teach the same curriculum remotely as we do in school. We are fortunate to use the same online learning platforms, Google Classroom and Seesaw, whilst in school so children become familiar with these.

Accessing remote education

Foundation Phase - Nursery to Year 2

Children in our foundation phase will use the Seesaw learning platform at home and in school.

Seesaw is a learning platform that allows teachers and pupils to utilise a range of learning skills for children in our foundation phase. The Seesaw programme can be accessed either via an app on a tablet or via the Seesaw website. It allows children to use tools to write, draw or record video to create and show their learning to teachers. We have developed the Seesaw platform within our learning practices for children in nursery through to year 2. Children and parents will only have access to their own child's work with teaching and support staff only being able to view the child's work. Parents are provided with an individual QR code or numerical code to access their child's account. If parents have mislaid the details please contact us on ask@oldcastleprimary.co.uk

Key Stage 2 - Years 3 to 6

Children in key stage 2 will use Google Classroom for their online learning platform. Children will be familiar with the operation of Google Classroom as they will access work regularly whilst in school.

All children in years 3 to 6 are provided with an individual Oldcastle Primary email account. Children will have created a password whilst in school - the school does not keep a record of these passwords as children are encouraged to keep their password safe and secure and not share it with anyone.

If your child cannot remember their password please contact us via ask@oldcastleprimary.co.uk and we can reset their password and provide a temporary password. Children will be prompted to change this when they next log in to something which they can remember themselves.

To access the classroom children will need to search for Google Classroom in an internet search engine. Children then need to sign in with their individual Oldcastle Primary email address and password. Children will then be able to access their daily work via the Stream and Classwork tabs.

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. Please contact us and we will make arrangements that suit you and your child.

How will my child be taught remotely?

We use a combination of the following approaches to teach pupils remotely. Learning resources may include pre-recorded instructional videos, Google Slides presentations, videos, quizzes, worksheets, reading texts, etc.

Seesaw and Google Classroom

Each day before 9am children will be set work via their online learning platform - either Seesaw or Google Classroom. We understand that it is not always possible for parents and children to complete the work at a particular time of day due to other commitments and we adopt a flexible approach. It doesn't matter if you are unable to complete the work on the day that it has been uploaded, you can do it another day that week. Work is sent out in the order that it needs to be completed. We just want you to try your best and send us what you can. All teachers really enjoy seeing the work you are sending in.

Recorded Lessons

On occasions teachers may use pre-recorded videos as instructions for the pupils. These will be shared with children via their Seesaw or Google Classroom platforms.

Teacher Check In Sessions

We are implementing teacher check in sessions which will allow children the opportunity to check in with their teacher daily at a particular time.

The purpose of these short check in sessions provides an opportunity for the class teacher to discuss the learning set for that day and check in with pupils who may express any concerns they may have. The session also enables pupils to 'see' their friends.

A class Google meet session code will be set up and provided to children who will use the same code each time they enter the check in session.

In Google Meet you will need to click on the icon at the top right of the screen and sign into Google using your child's Oldcastle Primary email address. It is important that you use this email address as teachers will only be able to allow access to the Check In session to children with an Oldcastle Primary email account.

The teacher has control over who will enter the meeting and only children with an Oldcastle Primary email address will be allowed access.

Please note if you are using an IPAD you will need to download the Google Meet app.

We ask that all pupils and parents are aware of their environment and have their microphones turned OFF for the duration of the Google Meet. The teacher will be able to switch on a microphone if they request a response from a pupil. We recommend that cameras are turned on to allow the teacher to engage with the children. Although we do appreciate that internet connections may not always make it possible for the camera to be on at all times.

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 the difficulties that home learning can bring to our families and we want to reassure parents that our aim is to provide flexibility.

We are keen to support families and pupils as much as we can so please do ask for help or guidance when required. The most appropriate way to contact us is via our ask@oldcastleprimary.co.uk email address.

All our children are familiar with the learning platforms we use but we also understand that working at home may not provide pupils with the familiarity of the school

environment. Please encourage them to use the online platforms to correspond with their teachers who will be able to help them with their learning tasks.

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

Teachers will mark any work submitted by children on a daily basis to ensure that children have understood the tasks set. Any concerns will be monitored and communicated to parents if appropriate.

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

Feedback can take many forms and may not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others.

Additional support for pupils with particular needs

How will you work with me to help my child who needs additional support from adults at home to access remote education?

We recognise that some pupils, for example some pupils with special educational needs may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with parents and carers to support those pupils. If your child experiences difficulties please email the school via ask@oldcastleprimary.co.uk and our ALNCO can discuss ways to support you and your child at home.



Inspire - Educate - Motivate

Live Session and Check in Agreement

Teachers agree to:

- discuss roles and responsibilities with learners at the outset of all live lessons
- notify the school or senior management team, learners and parents/carers of any scheduled live sessions, cancelled lessons/sessions or changes in arrangements
- ensure that they keep themselves up-to-date with all relevant policies and procedures, including online safety, safeguarding and data protection policies available on our website
- prevent a one-to-one situation at the end of an online class by disconnecting all participants at the close of the live lesson.

Expectations of pupils:

- show respect for everyone in the online classroom
- dress appropriately for all lessons (no pyjamas please), thinking about respect for others
- ensure the location they log in from is appropriate and change their 'background' setting as agreed with the teacher.
- seek to contribute to the lesson in a positive manner and not be disruptive at any time
- not share or record images of the live check in session.
- join each lesson with the camera on and microphone OFF

Safeguarding principles

- Safeguarding and welfare is of paramount importance
- All pupils and staff will continue to follow the school's safeguarding principles and policy
- Staff will report any incidents or concerns in line with current school safeguarding procedures
- A minimum of two members of staff will attend any check in session with pupils
- Recording a check in session is not permitted under our Data Protection policy