



## **Brookside Primary School**

### **Remote Education Policy**

This Remote Education Policy aims to:

- Ensure consistent provision of high-quality remote learning for all pupils using both online and offline materials.
- Ensure we teach the same curriculum remotely as we do in school.
- Provide clear expectations for all members of the school community with regards to the delivery of high quality interactive remote learning.
- Maximise pupil engagement and attainment through remote learning
- Ensure the well being of all children and provide support where necessary.
- Provide the continuous delivery of the school curriculum while supporting the motivation, health and well-being of all children, parents and school staff.
- Support the effective communication between the school and families and support attendance.
- Ensure all pupils are able to access remote learning.

### **When will remote learning be used?**

The class teacher will set work similar to that taking place in the classroom, so the child does not fall behind. If a child is unable to access the work set, they will be provided with consolidation work at an appropriate level and given additional support to catch up when back at school. While not attending school, the children will be set daily English/phonics, maths and a foundation subject such as geography, history, science or art.

Where possible, devices will be provided to those who need them.

The parent will be asked to send learning back to school via the school email account.

The child's family will be asked to collect text/reading books and other materials. If this is not possible, we will post these resources or drop these off to the home.

### **Whole school closure in the event of a national lockdown**

Each day, the day's work will be set and shared on the OneDrive. On Mondays and Fridays there will be a live Teams Meeting where the class teacher will share the learning for the week and this will also give children the opportunity to share work and see their friends.

Each day there will be a pre-recorded English/Phonics and Maths lesson where the teacher will deliver the teaching and activities that the children need to complete. This asynchronous approach means that children can access this when they want and can pause, rewind and replay if necessary. It also means that devices can be shared between siblings.



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In addition, lessons in other subjects (Science, History, Geography, PE, RE, Art/DT, Music, Computing, PSHE) will be set daily throughout the week and shared on the OneDrive.

Where possible, devices will be provided to those who need them. Children/parents can email completed work to class teachers via the key stage email accounts.

### **Roles and responsibilities for Remote Learning**

#### **Class teachers will:**

- Set work daily and upload this to the OneDrive.
- Deliver two live Teams Meetings on Monday and Friday.
- Record an English/Phonics and Mathematics lesson every day and upload this to the OneDrive.
- Reply to emails on the key stage email account, although most feedback should be given through pre-recorded lessons and live sessions.

#### **Specialist teachers**

- Specialist teachers may be asked to teach the pupils who are still attending school during a national lockdown.

#### **Teaching Assistants**

- Teaching Assistants will be directed by a member of the Senior Leadership Team. In the event of the school closure, TAs will assist with the key worker/vulnerable rota in school. TAs will also be asked to complete online training at home as part of their continued professional development.

#### **Parents/carers/children**

- Children will access learning every day and complete the work that has been set. Children should participate in the live Teams Meetings. Microphones should be muted and only unmuted when speaking. The chat facility should not be used unless the teacher asks children to use it. Once children have completed the learning that has been set, they will ask an adult to send it to the class teacher whenever possible.

Parents will contact the school if they need any support with accessing the learning or any other concerns.

#### **Communication**

- Lessons will be uploaded to the OneDrive folders daily.
- Teams Meeting invites will be shared with parents and children ahead of the meetings.
- Children should have their video on and contribute fully in the Teams Meetings.



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- Staff will respond to parental emails using the key stage emails. Staff will check emails at a set time during the day but will not be expected to respond to work related emails beyond their working hours.
- The fortnightly whole school newsletter will continue to be published.
- Letters will continue to be emailed to parents/carers as and where necessary.

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