



# **Tuition, Medical and Behaviour Support Service**

## **Remote Learning Policy Primary**

<b>Adopted:</b>	September 2020
<b>Next Review:</b>	September 2021
<b>Governing Committee:</b>	17 September 2020
<b>Responsibility:</b>	Catherine Lyth

## Specific aims

To outline the approach of Harlescott Education Centre (TMBSS) for students that, from September 1<sup>st</sup> 2020, will not be attending school, as a result of government guidance or due to medical shielding.

To outline the expectations for Harlescott Education Centre staff that, from September 1<sup>st</sup> 2020, will not be attending school due to self-isolation but that are otherwise fit and healthy and able to continue supporting with the teaching, marking and planning for students.

## Who is the Policy applicable to?

In line with government guidance, students, staff and families should self-isolate if they display any of the following symptoms:

- A continuous, dry cough
- A high temperature above 37.8°C
- A loss of, or change to, their sense of smell or taste
- Have had access to a test and this has returned a positive result for Covid-19

Remote learning is for students that are not able to attend school due to self-isolation or in line with government guidelines.

Harlescott Education Centre will provide remote learning for students that are not able to attend school, so that no-one need fall too far behind. In the following points there is an outline of the provision which will be made and some guidance given on the role of students, teachers and parents/carers.

TMBSS are fully aware that these are exceptional times and would like to make it clear that the completion of work is **not** compulsory and that this document seeks to inform and guide families and not impose expectations. Each family is unique and because of this, should approach home learning in a way which suits their individual needs alongside the support and advice of staff at Harlescott Education Centre.

## Family (pupil/parent/carer) role

- In addition to providing remote learning, safe and well telephone calls and doorstep visits will take place throughout the week.
- Parents/carers need to be more vigilant with regard to e-safety if their child is spending more time online learning.
- Every Monday, work for the week will be **emailed** to your child; this will include a minimum of English and maths. This will be personalised for your child.
- Should anything be unclear in the work that is set, **parents/carers can communicate with the class teacher** via the teacher's remote learning email address or by telephone call.
- Students who do not have access to the internet will be provided with paper copies of the work.

- Work that children complete at home should be kept safe and can be brought back to school when safe to do so.
- We would encourage parents to **support their children's work**, including finding an appropriate place to work and, to the best of their ability, support students with work encouraging them to work with good levels of concentration.
- Every effort will be made by staff to ensure that **work is set promptly** on appropriate platforms but school cannot guarantee that the chosen platforms will work on all devices.
- Should accessing work be an issue, parents/carers should contact Harlescott Education Centre promptly and **alternative solutions may be available**. These will be discussed on a case-to-case basis.

### **Teacher expectations**

In addition to their day to day work with students attending (where appropriate), teachers from Harlescott Education Centre will continue to support children that are unable to attend.

- Teachers should plan lessons that are relevant to the curriculum focus for the student's class and endeavour to replicate this through video clips and tasks for home learners.
- Teachers should plan an individualised curriculum linked to work the students would be doing in school.
- Any resources used, including websites and worksheets, should, where possible, be shared with home learners. Staff will do this electronically and it will be the responsibility of families to print/use these resources at home.
- To respond, within reason, promptly to requests for support from families at home. This should be done via email.
- Should a staff member require support with the use of technology, it is their responsibility to seek this support in school and Senior Leaders will ensure that support is given promptly.

### **Remote teaching for staff who are self-isolating**

Teaching staff are required to self-isolate if they show symptoms outlined at the start of this Policy or they have been told to shield and have received a letter to confirm this.

If a member of staff is required to self-isolate, they are expected to:

- Follow normal reporting procedure for planned absence.
- If a staff member is displaying any of the listed Covid-19 symptoms they need to book a test and inform the Senior Leadership Team of their results as soon as this is possible.
- Whilst self-isolating, and if able to do so, staff will be given an individual project to work on which is in line with whole Service improvement priorities. These projects will be communicated by the Senior Leadership Team and will be allocated on a case-by-case basis.
- Staff may also be asked to support with the online learning provision for other classes.