REMOTE LEARNING POLICY

This Remote Education Policy aims to:

- Ensure staff and pupils are kept safe whilst engaged in online learning sessions.
- Ensure consistency in the approach to remote learning for all pupils, including those with SEND, through the use of quality online and offline resources and teaching videos.
- Provide clear expectations for members of the school community regarding the delivery of high-quality interactive remote learning.
- Ensure continuous delivery of the school curriculum, so far as is possible.
- Support staff and parents in facilitating continued education.
- Support effective communication between the school and families and promote engagement in remote learning.

Who is this policy applicable to?

- Pupils who are absent because their class or the whole school is closed.
- All pupils in the case of national lockdown, local lockdown or any other full school closure for a significant period of time.
- Teaching and support staff.

Teachers:

- When providing remote learning, teachers must be available during normal school working hours.
- Work for Years 2–6 will be uploaded to Showbie by 3:00pm the day before, wherever possible.
- ClassDojo will be used for communication with pupils and parents.
- Teachers are responsible for setting appropriate work, providing feedback, and monitoring engagement.
- Concerns about engagement should first be raised via ClassDojo, then by phone if needed.
- Safeguarding concerns must be referred immediately to the DSL.

Teaching assistants:

- Support pupils who are learning remotely.
- Provide one-to-one or small-group interventions where appropriate.
- Attend virtual meetings with teachers, parents and pupils.
- Complete any other reasonable duties assigned by the class teacher and/or SLT.

Senior leaders:

- Coordinate the remote learning approach across the school.
- Monitor the effectiveness of remote learning.
- Monitor the security of remote learning systems, including data protection and safeguarding.

Designated safeguarding leads:

- Ensure staff know how to recognise and report concerns arising during online learning.
- Ensure staff are aware of the code of conduct in relation to online learning.

Expectations

- Where online learning is being provided, pupils should be contactable during the school day.
- Complete work to deadlines set by teachers.
- Seek help if needed and alert teachers if unable to complete work.

Recorded lessons

- Staff will not record lessons in which pupils are in attendance.
- Staff may pre-record instructions for the day with only themselves on screen.

Monitoring arrangements

- This policy will be reviewed annually by the Headteacher and approved by the local governing body.

Oakhill's approach to remote learning (September 2025 onwards)

- Nursery, Reception and Year 1 pupils will be provided with paper-based activities to complete at home.
- Years 2 to 6 pupils will take school iPads home and learning will continue through Showbie.
- Communication between families and class teachers will continue through ClassDojo.

REVIEW & AMEND AS NECESSARY ANNUALLY – SEPTEMBER 2027 (MOST RECENT REVISION JUNE 2026)