

St Dominic's RCPS and ELC Home Learning



This guidance has been created in consultation with staff, pupils and parents of St Dominic's RCPS and ELC, to ensure appropriate online and digital systems are in place and that there is an agreed appropriate approach to learning at home.

Overview

Learners may require learning at home for the following reasons:

- Self-isolating related to COVID-19 and able to undertake learning at home
- Sickness related to COVID-19 and able to undertake learning at home
- Whole class, school or local area isolation or lockdown
- Other medical or additional needs which, due to COVID, require individuals to learn at home.

In supporting the provision of learning at home and when our children and young people are required to learn at home, we will continue to provide consistent appropriate, high quality, differentiated learning. Planning and systems are in place to ensure **continuity** in key learning. There is a focus on continuity and quality in core literacy, numeracy and health and wellbeing in the BGE. Digital platforms within Glow should be the preferred approach to sharing digital learning and teaching. Learning should be supported by:

- the learner's class or subject teacher(s)
- the learner's pupil support teacher (if applicable)
- school staff who are present and have capacity to support
- school staff who are isolating at home and able to work remotely
- PKC Learning at Home Teacher Resource Library
- additional COVID-19 staffing who have been allocated to the school or centrally.

Main elements of **remote learning** can include:

- providing learners with physical resources where needed such as learning materials, text-books and digital devices
- providing live learning and teaching sessions with children and young people, for example through Glow (either by communicating through the chat function or through live video links with learners).
- providing access to recorded learning sessions and tasks
- setting learners tasks for completion and submission to / discussion with practitioners
- using the opportunity for 'live sessions' (as above) to check in, discuss and engage in person with learners following a learning task, but not to deliver lessons or content
- engaging regularly with learners through email.

All work set by school should be returned by 3:30pm at the latest in order that it can be marked and next steps in learning can be identified.

Specific roles and responsibilities

Head Teacher:

- responsibility for the provision of learning at home when children and young people are required to learn at home,
- will monitor and address the engagement of pupils in their planned learning and intervene where necessary and appropriate by communications with parents
- to ensure the provision of consistent appropriate, high quality, differentiated learning.
- to manage Glow logins
- communicate with parents via ParentPay, email, phone
- to send a weekly newsletter to parents
- to ensure Website is up to date
- to ensure Child Plans are updated
- to organise whole school events such as Mass and Assembly
- support all staff wellbeing
- to deliver any resources that cannot be collected
- risk assess and determine where home learning can be facilitated

Class Teachers:

- have the responsibility for the provision of learning for the pupils assigned to their class,
- should ensure that their pupils have access to online experiences as part of their learning at home curriculum. This includes as a minimum;
 - a daily morning meet
 - One online live/recorded literacy or numeracy lesson each day with differentiated follow up work
 - In addition at least two further pieces of home learning will be set each day
- have appropriate planning in place to ensure continuity of learning to ensure that planned learning takes into account all assessment undertaken to date which will identify key gaps in learning.
- will ensure all submitted tasks are assessed and that feedback is given which identifies next steps in learning
- should record their pupils' attendance and also their progress and engagement in set learning activities, this could be done on SEEMiS or alternatively using a class register. This in turn will be used to alert parents to their responsibility to ensure that their children take full advantage of the learning offer
- will provide resources both online and physical
- to arrange the uplift of resources from school gates only
- will respond to emails sent by pupils or parents within 2 working days
- Class Teachers have a responsibility to forward any emails that ask or suggest anything other than learning be sent to the Head Teacher, ehunter@pkc.gov.uk

Parents should:

- work in partnership with the school to ensure that their children complete the work set by their teachers
- know that their children can access Glow platform and that is where learning will be shared
- encourage their children to take full part in all of the learning their class teacher assigns them
- monitor their children's work
- help their children to upload completed work
- All work set by school should be returned by 3:30pm at the latest wherever possible in order that it can be marked and next steps in learning can be identified.

Pupil Support Teacher:

- will where children have additional support needs support them with enhanced and individualised planning in addition to the core curriculum where that is required

Office Staff:

- complete financial returns
- upload Parent Pay communications
- support HT to keep website updated