



**Remote Education Provision
Information for Parents – January 2021**

In compliance with the expectations and principles outlined in the DFE's guidance and documentation, this information is intended to provide clarity and transparency to pupils and parents about what to expect from remote education where national or local restrictions require entire cohorts (or bubbles) to remain at home. It also contains details of what to expect when individual pupils have to self-isolate.

In the event of any form of school restrictions or self-isolation as a result of COVID-19, parents must understand that engagement in home learning is essential, as is the expectation that Westfields Junior School makes that provision available and accessible to all.

In preparation for home learning, inside reading records, pupils will receive logins and passwords for the following platforms:

- ClassDojo (to access home learning tasks set by the school)
- ePlatform (to access reading books – the expectation is that pupils will read on a daily basis)
- MyMaths (to access maths tasks – the expectation is that pupils will complete any tasks set or will access the games and booster tasks)
- TT Rockstars (to access the times tables learning platform – the expectation is that pupils will complete daily practise)

If any of this information is missing, please do contact your child's class teacher as they will be able to provide this.

Please note:

- Reading records – If pupils do not have their reading record with them through school restrictions or self-isolation or have completed the one they have, they are to record their reading in a notebook or on paper at home.
- Spelling booklet – If pupils do not have their spelling booklet with them through school restrictions or self-isolation, these can be accessed through the school website - <https://www.westfieldsjuniorschool.co.uk/for-pupils/homework/> It is our expectation that pupils practise their weekly spellings, completing the 'Look, say, cover, write, check' table in their booklet, and that parents will test them during time away from school.
- Home learning can be recorded in notebooks or on paper at home – photographs of this can be uploaded onto ClassDojo for the teacher to review. Exercise books are available and can be collected from the box in the school's gazebo situated on the front playground.
- Home learning can be typed up using Word, Publisher and PowerPoint and can be uploaded onto ClassDojo using the 'file' tool.
- Home learning can be typed straight into ClassDojo using the 'Journal' tool.
- If home learning is being set on ClassDojo, this can be completed as directed and instructed by the class teacher.

At Westfields Junior School, our remote learning provision is comprehensive, organised and well-planned. It is delivered in a detailed way with models, explanations, guidance and differentiated activities so that parents do not have to take on the role of 'teacher' but instead as 'facilitator' to their children's learning.

The remote curriculum: what is taught to pupils at home

What should my child expect from immediate remote education on the first day?

Remote learning will be provided via ClassDojo on the first day (unless extreme unforeseen circumstances prohibit this) whether the pupil is at home due to school restrictions or at home due to self-isolation.

- For pupils at home due to school restrictions, the class teacher will send an overview of the provision to the pupils and parents via Class Story on ClassDojo which highlights the key information they will require. Following this, a registration question will be posted by the class teacher which the pupils will need to respond to by 10.00am to be supportive of the circumstances of individual families at home e.g. working parents, poor health or issues with technology. The Home Learning Overview will be available on the Class Story which details the learning for the day. The slides to support the home learning will also be available alongside any other resources with tasks assigned accordingly.
- For pupils who have to leave school during the day due to a bubble closure, the same steps above will be taken however, the learning that is set will be dependent upon the time of the bubble closure e.g. if the bubble closure takes place in the morning, the afternoon lessons will be available.
- For pupils who are having to self-isolate, if there are a small number of home learning within the class, the Home Learning Overview and slides will be sent via the pupil's portfolio on ClassDojo with tasks assigned accordingly. In the event of a larger number of pupils self-isolating within the class, the provision will be in line with a whole bubble closure with the Home Learning Overview and slides being posted on the Class Story.

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

At Westfields Junior School, the remote learning set will be the same curriculum that is taught in school wherever possible and appropriate. For certain subjects, we will make adaptations. These include the following:

- If the period of school restrictions spans a half term or term, we will revisit key concepts previously taught in Maths and English through our remote learning provision.
- If the period of school restrictions spans a half term or term, we will include enrichment/creative or themed day/s or dedicate a whole week to this.
- For PE, a range of physical activities will be set which will include the sports the pupils would be timetabled to complete in school. This will take into account the limitations of equipment at home with other ideas and possible resources that could be used.
- For DT, the five-step process for each project will be adapted and whilst pupils will be given as much support, ideas and guidance on how to create the final pieces at home, we understand that upon their return to school, the pupils will need to focus on the making and evaluating steps due to resourcing.
- There will be certain science experiments, art activities and music tasks which do not lend themselves to being carried out at home due to a lack of resources and whilst alternative ideas and guidance will be given (e.g. carrying out the investigation in school and uploading a video, use of any modelling material if the pupils have no clay in art or use of online instruments if the pupils do not have instruments at home), it is recognised that these tasks and activities will need to be reviewed, discussed and possibly completed when back in school.

Remote teaching and study time each day

How long can I expect work set by the school to take my child each day?

In accordance with the DfE, the amount of home learning set (the remote teaching and independent work) will broadly take 4 hours each day. The pupils will be set the following lessons each day:

- Maths (1 hour)
- Guided Reading (20 minutes)
- English (1 hour)
- 1 additional curriculum subject (1 hour)

In addition to this, the expectation is that pupils will complete the following:

- Reading (15 minutes)
- Times Tables Rock Stars (TTRS) (15 minutes)
- Spelling Practise (10 minutes)

Once every 2 weeks, each year group will have a day of MFL, art and music lessons with the amount of learning set equating to 4 hours. This is provided, planned for and organised by our PPA teachers to enable class teachers to have their PPA allocation.

Accessing remote education

How will my child access any online remote education you are providing?

In September, after evaluating a range of remote learning platforms, we introduced ClassDojo to our pupils and families. This learning platform is used for the setting and completion of weekly home learning tasks and this usage supports the transition to any periods of school restriction or self-isolation.

Via ClassDojo, pupils and parents can access the following:

- The register, posts, reminders and messages on Class Story
- Home Learning Overview
- Slides and other resources required e.g. guided reading texts
- Assigned tasks
- Recorded teaching input videos
- Additional videos of experiments, stories etc
- Assembly links

In addition to the above, ClassDojo provides teachers and parents with a messaging service to aid communication and address any questions or issues, offer support and praise efforts and achievements.

ClassDojo also enables the teachers to review home learning and offer feedback to support the pupils with their learning.

In addition to ClassDojo, we also utilise the following online resources:

- MyMaths
- Times Tables Rock Stars
- ePlatform (web library provided by Hampshire SLS in conjunction with Wheelers)
- Nessy (to allocated pupils in Year 3)
- Lexia (to allocated pupils in Years 4-6)
- Sir Linkalot App (to allocated pupils in Years 5-6)

If my child does not have digital or online access at home, how will you support them to access remote education?

Through the autumn term, we asked families to complete a 'Technology at Home' survey to highlight any potential issues and concerns in the event of school restrictions and/or periods of self-isolation as we recognise that some pupils may not have suitable online access at home. With this information and the information we have as a result of the first period of school restrictions, where school owned devices were supplied to pupils, we are aware of the families who would require additional support in accessing remote learning.

In the event of school restrictions and/or periods of self-isolation, we contact parents who we know will require additional support to access remote learning. However, we also recognise that the information we have can change. For any families who are struggling to access remote learning, the steps that need to be taken are as follows:

- Parents will need to contact the school office on 01252 408218 or email on school.admin@westfields-jun.hants.sch.uk to inform us of what the issues and requirements are.
- If it is possible to lend a DfE funded laptop or other school device, we will ask the parent to come to the school where they will sign a loan agreement, speak with a member of staff about acceptable use and how to set it up and then receive the device.
- If the demand was such that we had no further devices to lend, we would request devices from the DfE or liaise with the Yateley and District Lions charity who could be in a position to support with devices.
- If a family were unable to access the internet due to not having a connection, we can make a request to the DfE to receive a device that enables an internet connection.
- If a family required any printed materials, they would need to contact the school office using the details above and this could be organised.
- For any pupil who could not submit work to their teachers via ClassDojo, they can email it to their year group email address:

Year3learning@westfields-jun.org.uk

Year4learning@westfields-jun.org.uk

Year5learning@westfields-jun.org.uk

Year6learning@westfields-jun.org.uk

Pupils and parents can also send work into the school via post or deposit it in the box outside the school office for the teacher to view (after a period of 72 hours in quarantine).

How will my child be taught remotely?

Each day, we will provide pupils with a one-page document called the 'Home Learning Overview' which summarises the learning and tasks that they will need to complete through the day. In addition to this, the pupils will receive a PDF which contains the slides that would be used in class for each lesson. For the purposes of remote education, these slides will be tailored to those pupils at home to give them the information they require in order to complete their learning. For each subject, there is an introduction slide, slides which explain, model, display worked examples and inform. Differentiated tasks are set with a range of challenges and support materials displayed on the slides for most lessons (which can be printed or used as a template for pupils – where relevant, these are also displayed on ClassDojo where they can be completed online). On the slides, the answers for the tasks set are provided so that pupils (and parents) can self-assess. In addition to the slides, we will supply our pupils with any required resources e.g. extracts as PDFs.

To further support remote teaching and learning, we utilise a range of resources. These include:

- A daily video message to explain what the day ahead will look like
- Recorded videos of lesson inputs provided by teachers in our school
- Recorded audio or videos of lesson resources e.g. the reading of guided reading texts
- Recorded teaching provided by Oak National Academy
- Videos and activities provided by BBC Bitesize
- Appropriate and vetted YouTube clips (parental filtering controls required)
- Recorded videos supplied by the White Rose Hub
- Commercially available resources
- Activities and resources created by our teachers
- Ebook library and reading books at home

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?

At Westfields Junior School, it is our expectation that all pupils register by 10am each morning. If contact has not been made in this way, teachers will message parents via ClassDojo at 11am to check there are no issues and to remind them to ensure their child has taken part in this safeguarding task.

Our expectation is that the pupils will complete the 4 tasks set through the course of the day. Ideally, this will occur through the school day however, we recognise the many difficulties pupils and parents can have at home and therefore, the submission of work may come later in the day. Should a pupil require additional help, they should message the class teacher via ClassDojo and support will be given. Teachers will message parents via ClassDojo and/or make telephone calls if they have cause for concern in regards to the quantity and quality of the work being completed and submitted.

To support pupil's success with remote learning, we ask that parents provide an appropriate working space for pupils to focus, paper and stationery (books and stationery are available from school if required). We ask that parents organise a routine that works for their household and ensure that rest breaks are given. In addition to this, we ask that parents support their child/ren to log onto online resources and maintain communication with the school and the class teacher/member of staff supporting the home learning process, informing them of any issues or concerns as well as successes and achievements.

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

Everyday, each class teacher will use a checklist to monitor the daily responses to the register and the submission of work through the school day. If there are any issues or concerns, successes or achievements, these will be marked onto the checklists.

If pupils fall behind with the completion and submission of the tasks set, teachers will initially message parents via ClassDojo to discuss this. Teachers will be on hand to support pupils with any issues or difficulties they may be having and will speak to both pupils and parents as appropriate. If this does not resolve the situation, a senior member of staff will provide support by making contact.

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

Each day, there will be 4 tasks to submit and teachers will review all learning sent to them. When reviewing the tasks, teachers will accept the work submitted on ClassDojo and will provide feedback where necessary and relevant (this will not be on every piece of work submitted by each pupil each day). There may be some pieces of work where teachers ask questions or give personalised feedback which needs to be acted upon especially if there have been mistakes or misconceptions. Teachers will monitor the resubmission or responses to this.

Feedback can take many forms and teachers may provide whole-class feedback during their 'End of Day' message, during their 'Morning' video message the next day, on the recorded videos or on the slides as part of the next lesson's learning.

In addition to the above:

- Pupils need to send photographs of their spelling test scores in each week
- MyMaths automatically marks completed tasks which teachers monitor
- TTRS data will be viewed by teachers
- Nessy and Lexia usage will be reviewed weekly by teachers and support staff

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?

Despite our detailed and differentiated approach, we recognise that some pupils, for example some pupils with special educational needs and disabilities (SEND), may not be able to easily access remote education. We acknowledge the difficulties this may place on families and we will work with parents to support those pupils in the following ways:

- SENCo and/or class teacher to hold regular telephone conversations or message via ClassDojo to assess the remote learning
- Provide parents of their current IEP targets and provide support materials to address these
- Provide Nessy, Lexia or other personalised support materials to aid progress whilst at home
- Give support staff time each fortnight to collate appropriate learning resources and materials to send home
- Direct parents to the school website where additional resources can be found

Remote education for self-isolating pupils

If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?

In the event of a pupil having to self-isolate, the deputy headteacher (or if this is not possible, another member of staff) will contact the family to discuss home learning requirements. If the pupil is well, they will continue to receive the same learning at home that is being taught in school. To access the remote learning, if there are a small number of pupils self-isolating within the class, the Home Learning Overview and slides will be sent via the pupil's portfolio on ClassDojo with tasks assigned accordingly. In the event of a larger number of pupils self-isolating within the class, the provision will be in line with school restrictions with the Home Learning Overview and slides being posted on the Class Story. This will be communicated to the parent during their telephone conversation.

- As usual, pupils and parents can message their class teacher if they require support or have any issues to be resolved.
- A tracking grid for engagement and participation will be maintained in school with class teachers contacting parents should the need arise.
- Each piece of work will be reviewed on ClassDojo and written feedback will be given where relevant and necessary.
- During the period of self-isolation, the class teacher will call the pupil and parent at least weekly to check their welfare and offer support where necessary.