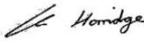


Our Lady's RC Primary School

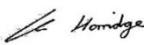


Blended Learning Policy

Date Adopted/Reviewed	Summer 2021
Person Responsible	Headteacher
Version	1.3
Doc Ref	6.6

Signed:  (Person Responsible)

Date: 14.7.2021

Signed:  (Headteacher)

Date: 14.7.2021

Signed:  (Chair/Governor)

Date: 14.7.2021

"Learning and loving together; we grow with Jesus"

Our Core Values

During Summer 2020 workshops, we revisited both our Mission Statement and Core Values. This involved everyone in discussion, reflection and prayer about the values, Mission and Aims of our Catholic school. There was a calling to all to re-commit to our purpose and to work together to understand our roles and responsibilities as part of Our Lady's



During the workshops, the feedback from parents, and the views expressed by the children during sessions played a prominent role in the decisions we made.

Our Mission Statement is:

"Learning and loving together; we grow with Jesus"

The Core Values that provide the foundation for that Mission are:

Faithful
Nurturing
Respectful

Positive
Forgiving
Honest

Safe
Fair

NURTURE

The School's six nurturing principles sum up our practice and theory. They underpin the context, organisation and curriculum.

1. Children's learning is understood developmentally
2. The classroom offers a safe base
3. the importance of nurture for the development of wellbeing
4. Language as a vital means of communication
5. All behaviour is communication
6. The importance of transition in children's lives



Our Mission is represented by this design. As with the statement itself, the logo was developed by all stakeholders, with the children in particular providing the symbolic ideas of **growth – the tree, love – the hearts** and **Christ – the Cross**

Aims

This blended learning policy for aims to:

- Ensure consistency in the approach to remote learning for pupils who aren't in school
- Set out expectations for all members of the school community with regards to remote learning
- Distinguish between schools short term and long term isolation response
- Provide appropriate guidelines for data protection

Home Learning

In the unfortunate event that an individual pupil, or whole bubble are to isolate at home due to COVID-19, two separate waves of support will be provided.

Wave 1

This is support provided to individual children who are isolating due to COVID-19; they will have displayed symptoms and are awaiting test results therefore unable to come to school. At the start of every day, the class teacher will provide guidance for the individual as to what tasks they are required to complete. These will be mainly online-based tasks and using resources the children are already familiar with such as Microsoft Teams, Mathletics, TT Rockstars, Seesaw etc. These activities will be monitored by the teacher until the pupil returns to school. In the unlikely event that a family does not have internet access, paper packs will be mailed home to support your child's learning.

Wave 2

This is for when a bubble (year group) have to isolate as a result of COVID-19 and instructions by Track & Trace and Public Health. Details of the expectations for teachers, pupils and parents are set out below in the Roles and Responsibilities section of this policy.

Roles and responsibilities

Senior leaders

Alongside any teaching responsibilities, senior leaders are responsible for:

- Co-ordinating the remote learning approach across the school.
- Monitoring the effectiveness of remote learning through regular meetings with teachers and subject leaders, reviewing work set and reaching out for feedback from pupils and parents.
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations.

Teachers

During a prolonged period of isolation for specific bubbles (wave 2) teachers will be available between 9am-3pm.

- Staff will create a weekly timetable for all pupils within their year group.
- Staff will share activities with their class through Microsoft Teams, Seesaw or shared on the class Twitter Page page each morning. Electronic resources will also shared via Microsoft Teams.
- Staff will continue to teach, as best as possible, in line with current medium term plans.
- Staff will begin each recording/live session with a prayer.
- Staff will understand that remote learning will be more challenging for pupils and parents, so tasks will be set in smaller steps to allow for this.
- Staff will keep in contact with pupils through the Office 365 Teams app, Twitter class page and SeeSaw only.
- Staff will only reply to messages (parent/pupil questions) through Microsoft Teams or via our office email at enquiries@admin.aspullourladys.wigan.sch.uk
- Staff will provide at least weekly feedback to at least one piece of work on Microsoft Teams.

- Staff will allow flexibility in the completion of activities, understanding that the given circumstances leading to our closure will affect families in a number of ways.

Teaching Assistants

Support the teachers in providing timely resources and feedback for the class during the week.

Children

- To try set a schedule for the day following a timetable. Set time for regular breaks, get fresh air, exercise and maintain a reasonable balance between online and offline activities.
- To follow the guidance set by the teachers and send work in to be marked – this work will be submitted online.
- Attend the Microsoft 365 Teams catch ups as much as possible.
- Work to your best ability. Keep the standard of work up during home as in school. Follow the guidance from your teams and from parents.
- Pupils will attend the sessions dressed appropriately and will find an appropriate place to work, as quiet and distraction free as possible.

Parents

- Where possible provide as much daily structure as possible, allowing a similar time for breaks, lunches and opportunities to exercise.
- As best as possible provide electronic devices for the children to initially view teacher videos and use for Microsoft 365 Teams catch up.
- Communicate with class teacher via Microsoft Teams if any issues arise or work set is unclear.
- Be available within the same room during Microsoft Teams catch up session.
- Support pupils sending work into teachers to Microsoft Teams platform.

- Parents will be dressed appropriately and will aim to provide an appropriate place for their child/dren to work, as quiet and distraction free as possible. We would encourage parents to support their children's work where possible and prompt good levels of concentration and quality of work.

Data protection

Accessing personal data

When accessing personal data for remote learning purposes, all staff members will:

- Access the relevant data, from a secure cloud service or IT server in our network
- Use teacher laptops, rather than their own personal devices

Processing personal data

Staff members may need to collect and/or share personal data such as email addresses as part of the remote learning system. As long as this processing is necessary for the school's official functions, individuals won't need to give permission for this to happen.

However, staff are reminded to collect and/or share as little personal data as possible online.

Safeguarding

We will follow the statutory safeguarding guidance, [Keeping Children Safe in Education](#).

We will always have regard for these important safeguarding principles:

- The best interests of children must come first
- If anyone has a safeguarding concern about any child, they should act on it immediately
- A designated safeguarding lead (DSL) or deputy should be available at all times
- It's essential that unsuitable people don't enter the school workforce or gain access to children
- Children should continue to be protected when they are online

Please see our safeguarding policy in full including the annex and Online Safety Policy at

Daily Work Set for Pupils

Every effort will be made by school to ensure that work is set promptly and on appropriate platforms, but school cannot guarantee that the chosen platforms will work on all devices. Should accessing work become an issue, parents should contact their child's class teacher and alternative solutions may be available. These will be discussed on case to case basis.

Reception:

Whilst we appreciate that continuous provision cannot be delivered in the same way, staff recognise the importance of daily contact with their class teacher. Teachers will set assignments so that pupils have meaningful and ambitious work each day in a number of different subjects. Staff will focus on delivering short recorded sessions in the morning for pupils, such as phonics and maths activities, letter formation or simply allowing the children to listen to a story. Staff will also give daily suggestions to parents for continuous provision activities that you can complete at home with your child.

A timetable detailing a simple daily structure will be sent out by the class teacher the start of wave 2. In this timetable, links to additional learning, paper based work and wellbeing support will be given.

Teachers will provide feedback to one piece of pupil's work via SeeSaw or Microsoft Teams at least weekly.

Logins for Microsoft Teams and apps such as Mathletics, Seesaw etc. are located in the pupil's reading diaries/planners. If you can not access these please contact the school office via enquiries@admin.aspullourladys.wigan.sch.uk

Daily catch up sessions will take place on Microsoft Teams during the afternoon – times will be sent out at the start of whole bubble self-isolation.

In total, there will be approximately an average of 3 hours of work for each pupil to complete each day.

Year 1 & 2:

Teachers will set assignments so that pupils have meaningful and ambitious work each day in a number of different subjects. Teachers will use the Microsoft Teams app to send out information. Videos including two key learning challenges will be sent out as well as additional challenges each morning during the wave 2 isolation period. Each video will be approximately 20 minutes in length and will indicate expectations and length of time to be spent on activities by the pupils.

A timetable detailing a simple daily structure will be sent out by the class teacher the start of wave 2. In this timetable, links to additional learning, paper based work and wellbeing support will be given.

Teachers will provide feedback to one piece of pupils work via SeeSaw or Microsoft Teams at least weekly.

Logins for Microsoft Teams and apps such as Mathletics, Seesaw etc. are located in the pupil's reading diaries/planners. . If you can not access these please contact the school office via enquiries@admin.aspullourladys.wigan.sch.uk

Daily catch up sessions will take place on Microsoft Teams in the afternoon– times will be sent out at the start of whole bubble self-isolation.

In total, there will be approximately an average of 3 hours of work for each pupil to complete each day.

Year 3-6

Teachers will set assignments so that pupils have meaningful and ambitious work each day in a number of different subjects. They will use the Microsoft Teams app to send out information. Videos including two key learning challenges will be sent out as well as additional challenges each morning during the wave 2 isolation period. Each video will be approximately 20 minutes in length and will indicate expectations and length of time to be spent on activities by the pupils.

A timetable detailing a simple daily structure will be sent out by the class teacher at the start of wave 2. Within this timetable there will be weekly challenges, online links, paper based activities set for the children to be completed e.g. Mathletics point challenges.

Teachers will provide feedback to one piece of pupils work via Seesaw or Microsoft Teams at least weekly.

Logins for Microsoft Teams and apps such as Mathletics, TT Rockstars, Seesaw, are located in the pupil's reading diaries/planners. If you can not access these please contact the school office via enquiries@admin.aspullourladys.wigan.sch.uk

Daily catch up sessions will take place on Microsoft Teams in the afternoon – times will be sent out at the start of whole bubble self-isolation.

In total, there will be approximately an average of 4 hours of work for each pupil to complete each day.

Safeguarding

Please see the following update concerning safeguarding in relation to home learning.

COVID-19 amendments to the Child Protection Policy. This document also details reference to remote learning curriculum and risks online.

Pupils will continually be provided with high quality online safety lessons and reminding them of appropriate behaviour online and how to stay safe online.

Monitoring Arrangements

This policy will be reviewed by the Senior leadership Team at half termly intervals.

Links with other Policies

This policy is linked to our:

- Positive Behaviour policy
- Child Protection & Safeguarding policy and coronavirus annex
- Data protection Policy and Privacy Policy
- Home-school agreement
- Online safety policy