



## Blended and Remote Learning Policy (Covid-19)

### **Purpose**

This policy covers the support for learners in the event of blended and remote learning being implemented due to school or class closure.

**Blended learning** is a style of education in which learners learn via electronic and online media as well as traditional face-to-face teaching. This will be used to support learners when needing to self isolate due to Covid-19.

**Remote learning** is whereby learners access all their learning through electronic and online media, this will be used when a whole class/year group/school is isolating due to covid restrictions.

### **Format of blended learning due to individual learners self-isolating**

In the event that learners need to self-isolate due to Covid-19 because of contact tracing at home, (therefore not affecting an entire class/year group) these learners will be supported with their learning remotely via Seesaw in Foundation Phase (FP) and Google Classroom in Key Stage Two (KS2). Where possible, home learning activities will be similar to school learning activities.

### **Format of remote learning due to full school closure**

Foundation Phase classes will use Seesaw to support learners in the event that remote learning is required.

KS2 classes will use Seesaw for communication with parents and Google Classroom for remote learning.

To support the activities set on Seesaw or Google Classroom, learners will access two live lessons (video-conferencing) per day on Mondays, Tuesdays and Wednesdays and two live drop-ins sessions on Thursdays.

### **Live lessons/sessions (video-conferencing)**

Video-conferencing is a synchronous approach involving multiple parties with the option for each participant to turn on cameras and audio. It requires all participants to take part at the same time.

- A lesson refers to the delivery of a classroom lesson – whether this is through video-conferencing or through a live-streamed event

- A session refers to instances outside of a typical lesson where there may be only one learner present such as a well-being catch-up session with a learner or an additional learning need (ALN) appointment.

### **Expectations of parents/carers during live lessons and sessions (video-conferencing)**

Parents/carers have a responsibility to ensure their child adheres to the following rules when taking part in live sessions:

- The same high standard of behaviour as shown in the school classroom is expected in a live lesson
- Children are expected to dress appropriately for all live lessons
- Consider the location of where your child is accessing the live lesson e.g. background, noise, other family members
- In line with GDPR regulations, photos and recordings are not to be taken during the live lessons

### **Expectations of learners during live lessons (video-conferencing)**

Teachers will share ground rules at the beginning of each live lesson. These are:

- Be respectful of others
- Your camera can be on or off - you decide
- Mute your microphone
- Use the 'Raise Hand button' to ask or answer a question
- Use the 'Chat' button to communicate (if you want)
- Do not take photos or recordings whilst on the call

### **Expectations of staff during live lessons and sessions (video-conferencing)**

- Change background as standard practice.
- Share rules/expectations at the beginning of each live session (see expectations of learners.)
- Be mindful that not all learners will want to switch their camera on – make turning the camera on optional.
- Adhere to professional standards of dress when in front of the camera.
- Be conscious that in an online environment remarks are being heard by a number of learners and could be easily misconstrued.
- Ensure all learners have left the lesson/session before ending the Google Meet then reset the Google Meet link.
- Be mindful of the need for confidentiality; especially if live from a venue where other adults or children are present.
- Always have another member of staff as part of a live lesson or session.
- Turn captions on for learners with hearing impairments

### **Feedback and marking during full school closure**

Learners should expect 2-3 activities a day which class teachers will provide feedback on. Depending on the topic activity set this may be set over a longer period of time and therefore may not be set every day. Learners are encouraged to return work digitally before the end of their 'normal' school day. In order to ensure teacher workload is manageable, work submitted after the school day will be marked the following day. The level of feedback provided by teachers should address any misconceptions held by the learners in the work submitted, and acknowledge that the work has been completed. Learners should be made aware that their work has been seen.

Levels of participation will be monitored by class teachers. Learners who are not accessing remote learning will be contacted initially via Seesaw. If a response is not received this will be followed by a phone call home and an email from school.

## **Equality**

The use of Seesaw and Google Classroom will ensure all learners are able to access the learning opportunities provided by class teachers. All learners will be provided with their login details prior to any school/class closures.

Learners without access to equipment/facilities at home will be provided with a Chromebook to loan from the school. The serial number of the device will be recorded prior to it being taken home.

## **Support**

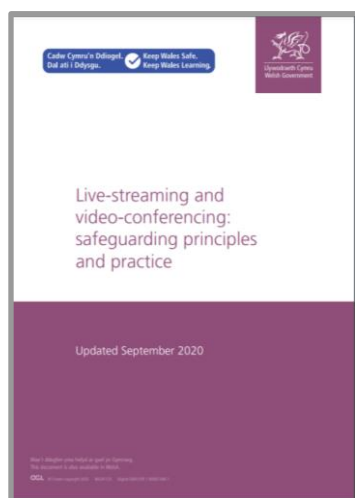
Learners frequently use Seesaw and Google Classroom as part of the curriculum which will support the transition between school and home learning. If further support is required parents are encouraged to contact the class teacher via Seesaw or refer the school YouTube channel for support videos [here](#).

## **Safeguarding measures**

Whether learners are at home or in the classroom, safeguarding and welfare of learners is paramount. The use of Seesaw and Google Classroom conforms to GDPR regulations in terms of data protection. Access to Seesaw is restricted to individual users which means families are only able to access their child's accounts while at home. Any work added to a child's account should be their own, examples of work from their peers should only be shared with the permission of the parent of that child and should celebrate accomplishment or effort alike. Google Classrooms allows learners to only access their work and not the work of their peers.

Safeguarding concerns about a child should be logged on CPOMS and discussed with the Designated Safeguarding Person (DSP). If a child is thought to be in immediate danger 999 should be called.

## **Useful documents**



Welsh Government Guidance on live-streaming and video conferencing can be found by clicking [here](#).

Policy approved by Head Teacher: .....  
Date:.....

Policy approved by Governing Body: ..... (Chair)  
Date: .....