# Remote Learning Offer for 30% + absence

2025/ 2026

## Aims

This remote learning Offer was first written as guidance for staff and parents during the COVID-19 Pandemic and has since been adopted as an approach to continue children learning during absence.

It sets out the systems and technology that staff will use to keep the learning experience going for children, and details how they can be used effectively and safely, while allowing for the differing needs of families.

The school's usual Online Safety Procedures and Acceptable Use Agreements still apply at this time but this Approach is an addendum in these unprecedented circumstances.

The staff remote learning lead is Jan Saunders and any concerns, questions or feedback can be communicated with her through the school email box. If you are unable to access the internet or do not have enough devices then please get in touch, we may be able to help.

This remote learning approach 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
- Provide appropriate guidelines for data protection

## Remote learning offer

Once a child is absent from school, the school will implement one of a four phased approach.

The main chosen platform for the remote learning work is Wordpress site. The school's address is https://fromevalecitizens.wordpress.com/ and Microsoft Teams for live learning.

It will be our aim that the content of the curriculum provided will be based on the premise of 'What do we want our children to learn?'. Given this, we continue to plan for well sequenced lessons providing breadth and depth.

Phase 1 – up to 30% of the class absent

- The staff at the FVA will check with you have access to meaningful technology such as an ipad or laptop.

- If the child has not, we will provide a 'ready to go pack' which will contain a timetable, purple exercise book, printed packs of work appropriate to the age group. This will either be sent home with the child or delivered to the child's house.

- If the family do have technology, there will be work at:

https://classroom.thenational.academy/subjects-by-key-stage/early-years-foundation-stage

https://classroom.thenational.academy/subjects-by-key-stage/key-stage-1

https://classroom.thenational.academy/subjects-by-key-stage/key-stage-2

- We will call you every few days as a wellbeing check in and to check on any work the child has been able to do.

Phase 2 - 30% - full class

In this phase, the expectation would be to put the teaching materials on Word Press being taught in class at the same time on to the 'Covid Absence' page specific to year group. This ensures that the work will be incremental and progressive. The same differentiation opportunities will be available in these materials.

The materials will be:

Reading

Writing

Maths

One wider curriculum subject.

In this phase there will be no live learning on offer.

Phase 3 – whole class are in quarantine

In this phase, Teachers will provide work on the year group specific Covid Absence

Subjects covered:

Reading

Writing

Maths

Science

History/ geography

If the teacher is well enough to work, there will be live learning on offer through Microsoft Teams. All the children in the school have an Office 365 account which gives them access to Teams. The teacher will arrange the times of these sessions and invite the class via a Teams calendar invite.

Phase 4 – partial school closure

If the school is required to close due the Covid 19 pandemic (or similar), 'bubbles' will be formed based on the amount of adults available at a given time. During this time, Key Worker children and identified vulnerable children will be invited in. These children will continue to receive the full curriculum. Those children working at home will be provided 'live learning' through Teams, as in phase 3. The times and amount of sessions will be dependent on staff available.

## Amount of work

Following the DfE guidance, we will provide at least:

Key Stage 1 – at least 3 hours per day
Key Stage 2 – at least 4 hours per day

## Technology

Access to technology will be checked either by a whole school online survey or by phone. Feedback will be provided to the IT Team to enable them to provide laptops to loan. Frome Vale currently has access to 15 laptops for this purpose.

## Engagement

During phase 1 – 3, the Vice Principal will do a daily call between Monday and Wednesday and Jan Saunders will call on Thursday and Friday to check how well the children are progressing through the curriculum, if there is little or no contact via email or Teams.

During phase 3-4, the teacher will make contact through Teams, or this will be followed up by the SLT team if no contact is made.

Each class has a 'Home Learning Engagement Record' where Teams engagement, contact and returned work are monitored daily. Concerns will be recorded on our CPOMS system so they can be followed up and monitored.

## Assessment & Feedback

During remote learning, the teacher will assess in a number of different ways;

- Class feedback on a Teams call
- Online quizzes/ multiple choices
- Work that has been sent in for marking
- 1:1 calls to follow up questions

As with classroom teaching, the teacher will make decisions about further teaching for the online group based on this information, and may contact individual families if a child is finding something particularly difficult.

## Checking work

It is our expectation that children send their work back to their teacher. They can send this via Class Dojo.

## SEND

It is our expectation that the work available is still adapted to the same expectations as it would be in school.

Children who are on the SEND register may receive additional support from a TA who will provide learning specific to the child's needs. They may also arrange with the parent to have 1:1 Teams calls with the child.

If a child has an IEP, it is our expectation that this is still monitored during this time.

In the case of a school closure, if a child has an EHCP, they will be invited to be in school. If this cannot happen, or the parent does not wish this to happen, a full risk assessment needs to take place.

## Subject leads

Subject leads will continue to monitor the quality of the work being provided in their subject area and provide any necessary feedback and development from this.

They will be alert to useful resources in their subject and sign post these to staff when they feel this is appropriate.

## Senior leaders

Senior leaders will monitor the remote learning approach across the school and it will be discussed at SLT meetings during a school closure.

They will monitor the 'Home Learning Engagement Record' and do any necessary follow up calls to parents and carers.

They will continually keep under review the resource available to provide the best remote learning.

## Designated safeguarding lead

The DSL is responsible for maintaining contact, collating, passing on information and responding to any concerns. They will be part of the follow up calls where there is lack of engagement. All safeguarding and attendance concerns will follow the same procedure (see safeguarding policy and attendance procedures)

## IT

The IT Team will be contacted using the normal IT help desk email and using the school's IT contact person. They will support with:

- Email set up and issues
- Laptop provision
- Laptop clearance after individual use
- Supporting with security

## Pupils and parents

Staff can expect pupils learning remotely to:

Insert details, such as:

- Be contactable during the school day – although consider they may not always be in front of a device the entire time
- Complete work to the deadline set by teachers
- Seek help if they need it, from teachers or teaching assistants
- Alert teachers if they're not able to complete work
- Support staff in setting up calls
- Support staff

Staff can expect parents with children learning remotely to:

Insert details, such as:

- Make the school aware if their child is sick or otherwise can't complete work
- Seek help from the school if they need it – such as access to technology
- Be respectful when making any complaints or concerns known to staff

## Academy Council

The Academy Council is responsible for:

- Monitoring the school's approach to providing remote learning to ensure education remains as high quality as possible
- Ensuring that staff are certain that remote learning systems are appropriately secure, for both data protection and safeguarding reasons

## Who to contact

If staff have any questions or concerns about remote learning, they should contact the following individuals:

Here are some suggested issues and the most likely points of contact, but adapt and add to this as needed:

- Issues in setting work – talk to the relevant subject lead or SENCO
- Issues with behaviour – talk to the principal or DSL
- Issues with IT – talk to IT Team

- Issues with their own workload or wellbeing – talk to the Principal
- Concerns about data protection – talk to the data protection officer
- Concerns about safeguarding – talk to the DSL

## Data protection

In order to adhere to data protection protocols, the following is expected:

- Pupils will only use the secure email and password (which cannot be changed) to access Teams
- School email accounts will only be used to correspond with families
- One Drive will be used to provide access to documents when remote working
- Devices that have been loaned will be cleared and reset before they are re-issued.

## Keeping devices secure

All staff members will take appropriate steps to ensure their devices remain secure. This includes, but is not limited to:

- Keeping the device password-protected – strong passwords are at least 8 characters, with a combination of upper and lower-case letters, numbers and special characters (e.g. asterisk or currency symbol)
- Ensuring the hard drive is encrypted – this means if the device is lost or stolen, no one can access the files stored on the hard drive by attaching it to a new device
- Making sure the device locks if left inactive for a period of time
- Not sharing the device among family or friends
- Installing antivirus and anti-spyware software

- Keeping operating systems up to date – always install the latest updates

## Monitoring arrangements

This policy will be reviewed termly by SLT. At every review, it will be checked with the Academy Council.

## Links with other policies

This approach is linked to our:

- Behaviour policy
- Child protection policy and coronavirus addendum to our child protection policy
- Data protection policy and privacy notices
- Home-school agreement
- ICT and internet acceptable use policy
- Online safety policy
- Attendance policy