Westvale Primary School

Remote Learning Policy

Mr C Davies

Review Date: September 2021

Approved/Ratified by:

Next Review Date: March 2022

Introduction

This policy sets out Westvale Primary School's aims, strategies and protocols for the successful delivery of remote teaching and learning. The policy should be shared and accessible to all stakeholders. This policy should be read in conjunction with other relevant school policies such as: Child Protection/Safeguarding, SEN, Behaviour, Teaching and Learning and Online Safety/E-Safety and SEN. This policy has been developed by the Computing Leader (Mr C Davies) in consultation with the Designated Safe Guarding Lead, Head Teacher, Teaching & Learning Lead, general teaching staff and ICT infrastructure support service (Knowsley CLC) and in consultation with the school's governing body. Guidance and feedback from consultants, pupil, parent and staff voice questionnaires have shaped and will continue to help shape this policy. This policy is based on government legislation, guidance and best practice. Due to the pace at which new initiatives and legislation are introduced and updated, it is recommended that this policy is reviewed, at minimum every six months

Beliefs (Vision/aims)

Westvale Primary School believes that every child in our care has the right for a rich, fulfilling learning experience that provides them with the skills and knowledge for future life skills. We believe our learning provision should inspire and motivate our children to become lifelong learners, with significantly better life chances upon leaving Westvale Primary School than when they started.

Our learning provision shouldn't just be limited to directed teaching time within the school but beyond the school gates, utilising the best technologies to provide this. Our core value, that wraps around our learning intentions, is 'Striving for excellence, caring for all.' With any technologies, support services and content providers we engage with, we will strive for the very best safeguarding practices to be in place at all times, this extends to staff, governors, pupils, parents and other key stakeholders' use of such technologies. Preventative, proactive and transparent approaches in all that we do to safeguard our school community will underpin any decision-making processes.

Our aims

- For our pupils to establish a love of reading and accept that this is the key to unlocking knowledge for all subjects. Pupils will read and write without unnecessary barriers; they will have a love and appreciation for high quality texts. Pupils will develop their skills of reading, writing and oracy, applying them in context and with purpose.

- Pupils mathematical and scientific skill and knowledge will be grow and they will use it to help them make sense of the world. For our pupils to have a rich and broad understanding of relevant history and geography and know how this impacts their lives. To establish enjoyment, appreciation and a love of the arts: Including the development of musical and artistic skills.

- Foster the Westvale wellbeing approach in our pupils' daily lives at school and home.

- To Recognise pupils as individuals and therefore developing talents beyond pupil expectations whilst supporting areas of curriculum learning they need to develop.

- Enable the provision for all pupils to access our curriculum through use of technologies not limited to the confines of school.

- Technologies to support and enhance our curriculum will support all stake holders, fundamentally pupils but allow teachers and parents to provide the very best learning opportunities for pupils.

- Technologies utilised away from the school will enable pedagogical approaches to continue, where possible, as well as integrating with assessment systems.

- Any technologies utilised will give all stake holders a safe environment to learn, explore, teach and share.

- All our stakeholders will respect the power and enrichment of the technologies we adopt whilst demonstrating respect for self and others.

- In partnership with Knowsley CLCs - Adequate safeguarding will be applied to all our technologies which will not be limited to just filtering and compliance to government legislation.

Curriculum

Our curriculum follows the Purple Mash Curriculum which can be found on our website and on the below link.

The curriculum is adapted and reviewed for Reception to Year 6.

https://static.purplemash.com/mashcontent/applications/schemes_of_work/computing_schemes_of_work/computing_sow_overview/Purple%20Mash%20Scheme%20of%20Work%20Overview.pdf

Assessment

Staff are expected to set appropriate learning activities which can be assessed and data collected. Data is captured in the data dashboard on Purple Mash and then merged into our whole school assessment system.

Formative assessment is undertaken each time work is submitted from whole class tasks to group tasks. Pupils are very much encouraged to be as involved in the process as they are physically at school. Pupils are expected to review their learning and submit comments/dictation or symbols to the class teachers setting work.

Summative assessment is undertaken in line with the assessment cycle (See assessment policy). Using Data Dashboard in Purple Mash– automated judgements can be reviewed, and evidence moderated by the Computing Co-ordinator (Mr C Davies).

Westvale Primary School carefully considers how it procures, delivers and utilises technologies within its school community for use of remote teaching and learning.

- Any infringements to the statements below will be dealt with in accordance to our safer recruitment, staff disciplinary, behaviour and whistleblowing protocols. Where deemed necessary and where identified that relevant laws have potentially been broken, we will ask law enforcement and/or external agencies to investigate on our behalf. Westvale Primary School reserves the right to call upon external agencies/law enforcement at any point they feel necessary, this includes any member of staff should they feel there is adequate ground to bypass school protocols.

- Westvale Primary School reserves the right to terminate access to any technology, online platforms or services should any infringement/abuse of service have occurred.

- Staff & Governors (Teaching, support, senior leaders, peripatetic staff)

- Every member of staff has a duty of care to our school community. If any abuse, concerns or malpractice is witnessed or believed to be happening, the staff member(s) concern must make immediate contact with the DSL or suitable authority, contingent on circumstance. A full incident report must be completed without delay and follow up actions agreed.

- Every staff member must only use technology for the schools intended use "To enhance teaching and learning provision for all". All activities must be of valid use and in line with the delivery of providing education to our pupils and parents.

- All staff must keep login details safe and secure at all times. Any unauthorised use, loss or other security breach of their accounts of any systems/software used must be reported immediately to (Mr Davies or Knowsley CLC) and recorded on our infringement record.

- Content that is shared or transmitted including the use of communication formats such as email/blogs/forums, must have suitable and safe content. The following must be carefully considered by staff: Photos/video/other media, external URL links, content aptness and appropriateness for engaged audience. We strictly forbid images and videos of our pupils being shared on our platforms, whether closed or not, without the consent of parents.

- Copyright material: in regard to copyright materials, it is essential that no member of staff breaks any rules and ultimately this is their responsibility. Uploading and sharing of content from external published materials (audio, video, text, image) is strictly forbidden unless there is an opensource agreement or permission from the publishers.

- Sexual, violent, obscene, hate, racist, terrorist or any provocative content or material is strictly forbidden. This extends to sharing political affiliations or memberships of groups. Staff should always maintain neutrality and follow the school's ethos – 'Striving for excellence, Caring for all'. Staff should be aware that their actions when online should only impact positively.

- Any content that is deemed inappropriate and has infiltrated school equipment/online subscription services or platforms must be reported immediately to (Mr Davies or Knowsley CLCs) and an incident report completed.

- Staff will not allow others to use their school systems/technology or services and this includes other members of staff, people off site such as family members and friends. The permittance of this constitutes serious misconduct.

- Staff will educate children in their care in the safe use of digital technologies, acting on any online safety issues in accordance with the school's policies.

- Staff use of the school's ICT systems/networks and internet are monitored.

- It is the staff responsibility that access to data/systems and technology away from school premises must be kept secure and used with specific purpose. The school will provide as much assistance as possible with filtering and secure file/data sharing, but this shouldn't be assumed it safeguards all eventualities.

- Staff must never use their own personal private online service subscriptions or software to communicate or share content with pupils/parents. They must only use the services that the school provide to carry out their duties.

- Downloading or installing software, unless permission has been given by the appropriate contact at school, on school equipment constitutes as a breach of use.

Pupils and parents

- Any login information should be kept secure and utilised by the intended user only. If any login information is misplaced, the school must be notified as soon as possible.

- Unusual or concerning activities, content or communication on the school's systems must be reported immediately to (Mr Davies) or (Knowsley CLCs).

- The school reserves the right to remove users from the systems if they feel abuse, breach or potential risk to self or others has or may occur.

- All parents and pupils must use the remote learning systems with respect and care and for their intended use as detailed in acceptable use agreements.

- Parents and pupils will be aware that systems are monitored and data can be retrieved for use of crime detection and, where needed, appropriate subsequent actions.

- Sharing of personal information on the systems is strictly forbidden unless requested and with valid reason. Personal information includes photos and media of

Inclusion

At Westvale Primary School, we aim to enable all children to achieve to their full potential. This includes children of all abilities, social and cultural backgrounds, those with disabilities, EAL speakers and SEN support. We place particular emphasis on the flexibility technology brings to allowing pupils to access learning opportunities, particularly pupils with SEN and disabilities. With this in mind, we will ensure additional access to technology and services is provided beyond the school day. Bespoke digital services and technology for individuals and groups of children are made available that best meet their needs

Monitoring, Evaluation and Feedback

Monitoring standards of teaching and learning with the curriculum remotely is the primary responsibility of the Head Teacher and Teaching and Learning Leader. All teachers are expected to capture pupil observations and assessment pieces of work using our dedicated systems. Details of monitoring and evaluation schedules can be found in the School Monitoring Schedule.

Resources

All resources are procured with the underling considerations of value: The extent at which the resource impacts on learning and the material cost of this. Protocol details for procurement can be found in the school finance policy.

A range of resources is available which successfully supports delivering the school curriculum remotely and enables all learners to reach their full potential.

Resources are validated and reviewed by (Mr Davies, senior leadership and governors).