



## Lumen Learning Trust Contingency Plan for Remote Learning Walton Oak School



<b>Introduction</b>	<p>Our overarching aims are to keep our core purpose of teaching and learning continuing as effectively as possible, and to maintain a connection between staff, pupils and their families. During a school or bubble closure, each pupil will be provided with learning to do at home and every Lumen Learning Trust school has high expectations of all pupils to complete the work set. Activities and tasks will be shared via Google Classroom and this will be updated daily. However, all Lumen Learning Trust schools also recognise that health and wellbeing are paramount and we appreciate that the level of work that might be undertaken by a child will reflect the situation and circumstances at home. Where necessary, some paper copies of materials might be provided. However, this offer is time-bonded due to the inherent challenge of ensuring the necessary infection control measures are maintained. In the event of whole school closure or bubble closure each school will, to their best endeavours, loan Chromebooks to those pupils with no access at all to a device, as indicated by the parent surveys carried out September 2020.</p> <p>To ensure pupils and parents will remain confident with the process of accessing Google Classroom, some learning will be set for completion at home each week during term time throughout the academic year - including when the school is open and operating as normal. In this way, the school is also able to ensure that the system is working effectively and everyone has the relevant information and log in details, so that in event of school closure the system can be accessed immediately for daily learning.</p>
<b>To enable teaching and learning to continue as effectively as possible during the need for remote learning:</b>	<ul style="list-style-type: none"><li>• We will make daily contact with pupils via Google Classroom. This could be in the form of a typed message or a short, pre-recorded video.</li><li>• We will not use live lessons but provide frequent and clear explanations of new content using high quality resources and pre-recorded videos.</li><li>• We will monitor the phone logs to ensure families are called regularly and any issues are followed up.</li><li>• We will monitor the engagement of pupils' learning and work with pupils and their families to secure best engagement possible.</li><li>• We will communicate regularly with families through social media, Weekly Newsletters and phone calls.</li><li>• Where necessary, we will provide additional support via contact with a relevant member of staff to provide additional support for those children with particular vulnerabilities or additional needs.</li></ul>



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<b>Our staff will:</b>	<ul style="list-style-type: none"><li>• Hold a daily registration session each morning.</li><li>• Provide daily learning opportunities for English and Maths and weekly learning opportunities for foundations subjects, as guided by the relevant Curriculum Framework.</li><li>• Provide relevant videos to explain concepts and ensure pupils understand their learning.</li><li>• Provide feedback to pupils at least twice a week whilst they are working at home.</li><li>• Contact and talk to each pupil at least once a week.</li><li>• Monitor the daily engagement of pupils and contact families of those not engaging in order to offer support.</li><li>• Log any safeguarding concerns on CPOMS and liaise with relevant DSL.</li><li>• Adhere to all the professional expectations of conduct as detailed in the relevant Addendum to the LLT Child Protection Policy 2020.</li><li>• Fulfil expectations of Teachers Professional Standards.</li><li>• Model online safety expectations and give frequent reminders about staying safe online as and when appropriate (i.e. not so that it interrupts the learning, but often enough that the reminders aren't forgotten).</li></ul>
<b>Our pupils/students will be expected to:</b>	<ul style="list-style-type: none"><li>• Log on to Google Classroom to access the appropriate recorded video sessions each morning and complete the registration task.</li><li>• Watch all of the learning videos, taking a full and active part in them.</li><li>• Complete the learning set by their teacher each day and upload their learning as requested by the teacher – file/photograph/video.</li><li>• Maintain links with their friends each day through safe streams used by the school, such as Purple Mash – whilst at the same time adhering to the online behaviour expectations i.e. if you wouldn't say it in person, don't say it online.</li><li>• Use relevant online resources such as Purple Mash and TT Rockstars and any other resources provided by the school.</li><li>• Use all online resources safely and responsibly.</li></ul>



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<p><b>Parents are responsible for:</b></p>	<ul style="list-style-type: none"><li>• Set a clear routine with each child based on the daily learning set and any timetables shared.</li><li>• Read all communications that come out from the school to ensure they are fully aware and up to date with news.</li><li>• Support their children to complete all of the learning set.</li><li>• Liaise with school staff and seek support on behalf of their child when needed, with class teacher via email.</li><li>• Ensure courtesy and politeness to any member of staff within any communication.</li><li>• Provide access to the learning offered for their children.</li><li>• Support their children by emailing pictures of completed work for assessment and feedback.</li><li>• Let staff know if the family circumstances change or if a particular incident occurs which causes their child to be particularly distressed.</li></ul>
<p><b>How to access work</b> <i>Use this section to briefly outline how pupils and parents can access work for example weblinks, learning platforms and physical resources</i></p>	<p><b>Google Classroom:</b> Pupils access the "G-Suite" using their Google email address and password. These are shared by class teachers. A QR code (to ease logging on) will be sent home when this functionality becomes available. The Classroom is then accessed from the Apps menu. Parents may sign up to "Guardian Summaries" so they can receive notifications on assignments and class-based announcements (either daily or weekly).</p> <p><b>TT Rockstars:</b> <a href="https://play.ttrockstars.com">https://play.ttrockstars.com</a> Pupils select Walton Oak school and then login using the username and passwords provided.</p> <p><b>Purple Mash:</b> <a href="https://www.purplemash.com/walton-kt12">https://www.purplemash.com/walton-kt12</a> Pupils login using their initials and short password (shared by teachers).</p>
<p><b>Vulnerable and Key Workers</b></p>	<p>In light of a whole school closure the school will be open for Key Worker and vulnerable children. These pupils will be placed into Bubbles, each led by 2 consistent members of staff. They will complete all remote learning set by their class teachers on devices provided by the school.</p>



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### **Communication**

*Outline here how the school will communicate with pupils and parents*

School will communicate with parents and carers through established channels. Emails will be sent through the Scopay system for to up to 2 contacts per child.

Parents and Carers are invited to sign up to daily or weekly summaries on Google Classroom to be notified of home learning assignments and general class announcements.

News and items of interest will continue to be shared on the school's official Facebook page and website.

The school newsletter will continue to be published on a weekly basis.

Teacher-to-pupil communication will principally take place through Google Classroom and regular telephone conversations (as described above).