



## St Margaret's Anfield CE Primary School

NAME OF POLICY: Home Learning Procedures Policy

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PRODUCED BY: J Marsh

### DOCUMENT STATUS

Version	Date	Action	Review Date
Version 1			



## **Introduction- Our curriculum offer via a Blended Learning approach**

Here at St Margaret's, our children's education and well-being is our number one priority. We believe that every child deserves the chance to access a form of learning either remotely or face to face. In the event of a year group bubble isolation, we want to give our children a tailored learning platform that allows for our curriculum to continue to run as smoothly as possible with multi-media resources and interactive activities.

If the child has access to a device with internet, they will refer to '**Online Learning**' in the grid below. We understand that some children will not have access to devices that can access the internet and in this case, we ask that they refer to '**Paper-based Learning**' in the grid below.

## **Remote Learning Breakdown during a bubble closure**

<b><u>Online Learning</u></b>	<b><u>Paper-based Learning</u></b>
Children will access their year group 'Sway' via the SeeSaw app with an email sent daily.  Children will sign a register via Microsoft Sway daily and engagement will be monitored on SeeSaw.  <b>Parents/Carers will be notified by email as soon as this is available each morning. A password will be set for the week and this will be on SeeSaw for parents/carers.</b>	Teachers will create 'home learning paper packs' with one week of paper work that reflects the learning in school as closely as possible.  A paper home learning pack being picked up from the school office will sign the child out for the week.  <b>Where possible, children will be sent home with their home learning pack to complete.</b>

**During this period of isolation for all students, the child's class teacher will be in touch with a weekly check-in email or phone call.**

## **Remote Worship**

As isolation will be a difficult time for our children, we provide daily worship resources via the child's Microsoft Sway page; this will be accompanied by a question for children to think about, as well as providing children the comfort of reminding them that God's love is around them during their time in isolation.

## **Scenarios**

Given the unpredictable nature of COVID19, there are several scenarios that could occur that may involve the isolation of a teacher, child(ren) or entire bubbles. Find a breakdown of possible scenarios below.

### **Scenario 1: In the event of an individual pupil going in self-isolation**

Step 1: Parent/carer phones school to notify of self-isolation / waiting on a test.



Step 2: Office will ask if there is a convenient time for a non-isolating family member/friend to pick up a paper pack of work for the week.

Step 3: Teacher will be notified and the teacher will set work for the child at the end of the school day of the first notification, for the following school day.

Step 4: Paper copy (1 week pack) to be available from the school office the next day.

Step 5: Teacher will be in touch via email or phone to check in with the parent and the child(ren).

### **Scenario 2: In the event of a bubble lockdown or whole school lockdown**

Step 1: Parent will be notified via phone call or text that a bubble is going into isolation and to collect their child as soon as possible / not bring their child to school.

Step 2: Teacher will set work for the child the next working day on SeeSaw and My Maths.

Step 3: If the child cannot access these, a paper-based learning pack will be sent home with the child(ren) or can be collected at the school office by appointment.

Step 4: Teacher will be in contact via phone or email in the following days to check in with the parent and child(red). This contact will be made once a week during the bubble's isolation.

### **Scenario 3: In the event of a self-isolation / closure, the child will not engage in home learning tasks**

We understand that some children will find it particularly difficult during this time of transition to home learning and we are there to support families in this situation. This can happen for a variety of reasons and we will offer support either academically or emotionally.

In the case of parents and families struggling, we would urge you to contact the school either by telephone: **0151 260 5522** or email: [admin@st-margaretsanfield.liverpool.sch.uk](mailto:admin@st-margaretsanfield.liverpool.sch.uk) and either the class teacher or a member of our welfare team will be in touch to provide support for the parent and child(ren) during this time.

### **Procedures for contacting parents/carers whose child(ren) do not engage in remote education**

Step 1- Following 1 day of no engagement, the teacher will send an email.

Step 2- Following 2 days of no engagement, the teacher will send a second email.

Step 3- Following 3 days of no engagement, the teacher will phone home.

Step 4- Following 4 days of no engagement, the teacher will send a letter to parent/carer.

Step 5- Following this and a further non-engagement, this will be reported to SLT and DSL as a safeguarding concern

### **Our expectations from parents and families**

As remote learning is now a legal obligation, we expect families to support their children with home learning tasks that are provided. We expect home learning to be engaged with daily. Home learning



tasks are provided to be as flexible as possible; available to access any time of day to suit the needs of a busy family home. **3 hours for Key Stage 1 and Early Years and 4 hours for Key stage 2** of remote learning is the government recommended expectation for children to spend completing their home education. If there is a reason that home learning cannot be accessed, parents should contact their child's class teacher (using their class email address) to discuss actions. We expect that the child is also supported emotionally and has time to talk about their concerns or worries. If the parent is worried about the child's emotional mental health, they would be encouraged to contact one of the methods given above.

As we work through these difficult times together, it is inevitable that we will come to face challenges along the way. We ask that our parents and families are patient with us during this time. We ask that they do not make unreasonable comparisons and remember that we will always be striving to provide our children with the best possible opportunities for tailored home education. As we continue to develop our understanding of home learning, we will continuously re-evaluate our commitment and provision to ensure that it is continuing to provide our children with the support they deserve. We work alongside our families in the community and will be open to practical suggestions of how we can adapt or improve our current approach to suit the needs of a greater amount of people. If a parent/carer has a suggestion, this is welcomed in our parent survey to ascertain parent/carer feedback. Alternatively, they should contact our admin team, who will pass this on to the appropriate member of staff.

We thank our parents/carers and families for their continued support during these unprecedented times.