

# Oaklands Junior School



**Further Supplementary Information to complement our**

## **Remote Learning Policy and OJS Parents' Guide to Remote Learning**

**Purpose:** To support understanding of what Pupils, Parents and Carers should expect during periods of school closure or Pupil isolation relating to Coronavirus (COVID-19).

**25<sup>th</sup> January 2021**

# Remote Education Provision: Information for Parents

This information is intended to provide clarity and transparency to Pupils and Parents or Carers about what to expect from remote education where national or local restrictions require entire cohorts (or bubbles) to remain at home.

## What should my child expect from immediate remote education in the first day or two of pupils being sent home?

We will switch to our remote learning procedures in our Remote Learning Policy in the event of Scenario 2 (bubble isolating) and Scenario 3 (lockdown):

### Setting work:

Teaching staff per Year Group will be responsible for setting the three daily Assignments: Maths, English and a Foundation subject each day. They will aim to publish them on Microsoft Teams in Assignments by 9am. If a teacher is working with a Critical Worker / Vulnerable Children group in school, the other teacher in the Year group will set both English and Maths Assignments.

During Lockdown, pupils in remote education will be working on the same daily Assignments as Critical Worker groups in school.

### Completing work

Completed work should be submitted via Microsoft Teams in Assignments.

### Providing Feedback

Teachers will provide appropriate feedback in Assignments within 3 working days of a task being submitted. Feedback may be given for individual tasks or for a series of tasks completed over a number of days. Feedback may be written comments or may use symbols that are part of the agreed school marking system, e.g. OA for Objective Achieved.

If a pupil has not viewed or handed in an assignment for 3 days, the household will be contacted by a Teacher or Teaching Assistant in the year group to check if any support is needed.

### Keeping in touch

Teachers in the Year group will record daily Maths and English input sessions. One teacher within each year group will host a 15-minute live questions Teams meeting with pupils to answer any questions or problems with the day's work. This is optional for pupils to attend. Teachers will monitor Assignment chat during core teaching hours (0900-1200 and 1300-1530).

If pupils have not viewed or completed a piece of work for 3 days in a row, a Teacher or Teaching Assistant will contact the Pupil's household to see if there are any problems and to offer support.

In addition, during each full week of remote learning, there will be a weekly optional Class Social call to support Pupils' mental well-being. If a Pupil is not present on two consecutive class calls and has not been seen on the live questions and answer sessions, the household will be contacted to see if there are any problems and offer support.

## **Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were in school?**

We aim to teach the same curriculum remotely as we do in school wherever possible and appropriate. However, we may need to make some adaptations in some subjects where the resources used may not be available at home. Therefore, teachers aim to adapt activities as appropriate, adding pictures, resources and additional website links to support learning. During a Lockdown, the same curriculum will be taught to any Pupils remaining in school.

## **Remote teaching and study time each day**

### **How long can I expect work set by Oaklands Juniors to take my child each day?**

We expect that remote education (including remote teaching and independent work) will take pupils broadly the following number of hours each day:

Key Stage 2	4 hours:  English: spelling, reading and grammar retrieval + 1 hour main English lesson  Maths: Maths Whizz, Multiplication Tables and number bond practice + 1 hour main lesson  Foundation Subject: 1 hour
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## **Accessing remote education**

### **How will my child access any online remote education Oaklands Juniors is providing?**

We aim to post the Microsoft Teams Assignments for English, Mathematics and a Foundation subject daily by 9am. These include teaching videos, explanations of the work and any support materials.

There will be Daily Teams meetings held by each Year Group to enable children to ask questions about the work

Other websites will be used (directed from Assignments) as appropriate to support our remote education. These will include BBC Bitesize, Maths Whizz, Purple Mash, Education City, Oxford Owl, Oak Academy etc.

## **If my child does not have digital or online access at home, how will Oaklands Juniors support access to remote education?**

We recognise that some Pupils may not have suitable online access at home. We take the following approaches to support those Pupils to access remote education:

Parents completed a survey about remote learning in the Autumn term 2020 to enable the school to establish Pupils' access to suitable devices and identify any Pupils who would have difficulty accessing remote education at that time. Oaklands Juniors is continuing to monitor children's use and needs. Please contact the school, for further details.

Laptops (from DfE or Wellington College project) will be issued to Pupils without suitable digital or online access following an assessment of need.

Priority will be given to Pupils classified as Vulnerable, Pupil Premium or with Special Educational Needs.

If Pupils are unable to access work remotely, we will endeavour to provide printed copies of work which will be delivered, posted or collected by Parents as appropriate.

## **How will my child be taught remotely?**

We use a combination of the following approaches to teach Pupils remotely:

- Assignments in Microsoft Teams – These include recorded teaching input made by our Teachers in English and Maths, included in daily assignments. A further assignment is set for a foundation subject each day.
- Recorded teaching (e.g. Oak National Academy lessons, BBC bitesize)
- Reference, support and extension resources given within the Assignment, where appropriate.
- Reading books pupils have at home with further e-books available.
- Commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences. This includes Maths Whizz, Education City, Oxford Owl and Purple Mash, BBC Bitesize.
- Daily practise of spelling, reading, times tables or Maths Whizz.

## Engagement and feedback

### What are Oaklands Juniors' expectations for my child's engagement and the support that we as Parents and Carers should provide at home?

#### **Staff expect Pupils** learning remotely to:

- Access Assignments in Microsoft Teams and access English, Maths and Foundation Tasks each day;
- Read daily, and practise times tables and spellings;
- Complete work to the deadlines set by teachers;
- Seek help from Teachers and Teaching Assistants, if they need it, by using the chat box in the Assignment to ask questions about the work and/or the 15 minute daily live questions on Teams;
- Alert Teachers if they are not able to complete work;
- Dress and act appropriately and make sure they have a suitable background when taking part in live meetings;
- Observe the behaviour and conduct defined by the members of staff in that meeting. For example, but not limited to, observing the rules around muting, unmuting and raising of hands;
- Understand that questions can be seen by everyone in Teams and to be respectful when posting questions or making comments;
- Take part in weekly live social chats (this is optional).

#### **Staff can expect Parents** with children learning remotely to:

- Make the school aware if their child is sick or otherwise cannot complete work;
- Seek help from the school if they need it – encourage their child to ask questions in the Assignment chat box or attend the 15 minute daily live question slot on Teams. If more confidential help is needed, by emailing questions to [admin@oaklands-jun.wokingham.sch.uk](mailto:admin@oaklands-jun.wokingham.sch.uk);
- Be respectful when making any concerns known to staff or raising an issue;

### How will Oaklands Juniors check whether my child is engaging with their work and how will I be informed if there are concerns?

- If a Pupil has not viewed or handed in an assignment for 3 days in a row without explanation, the household will be contacted by a Teacher or Teaching Assistant in the year group to see if there are any problems and to offer support.
- Pupils' work will be monitored and feedback given through the daily assignments. If there continue to be concerns, the household will be contacted by a Teacher or Teaching Assistant in the year group to see if there are any problems and to offer support.

## How will Oaklands Juniors assess my child's work and progress?

Feedback can take many forms and may not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others. Our approach to feedback on Pupils' work is as follows:

### Providing Feedback

- Pupils will work on 3 assignments each day. Teachers will provide feedback for a Pupil's Assignment within 3 working days from when it was handed in. Forms or online quizzes may be used within the assignments to assess work and progress.
- One Teacher within each year group will host a 15 minute live questions Team meeting with Pupils to answer any questions or problems with the day's work. This is optional for Pupils to attend.
- Teachers will monitor Assignments reply boxes and respond to questions and answers about the work on the reply box in each assignment during the core teaching hours (0900-1200 and 1300-1530).
- Maths Whizz (Years 4-6) is a website which provides work using its constant assessment of the individual pupil's current work and progress.

## Additional support for Pupils with particular needs

### How will Oaklands Juniors work with me to help my child who needs additional support from adults at home to access remote education?

We recognise that some Pupils, such as those with Special Educational Needs and Disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with Parents and Carers to support those Pupils in the following ways:

- Differentiated work may be provided to support Pupils, where appropriate.
- Teachers and Teaching Assistants will provide support for Pupils with regular contact as appropriate.
- Parents may contact the school office on 01344 773496 or email [Admin@oaklands-jun.wokingham.sch.uk](mailto:Admin@oaklands-jun.wokingham.sch.uk) if required.
- The SENCo will be available Monday-Friday in school during the core teaching hours of 0900-1200 and 1300-1530 during term time only. Parents/Carers may phone the school office or email [senco@oaklands-jun.wokingham.sch.uk](mailto:senco@oaklands-jun.wokingham.sch.uk)
- If Pupils or Parents need to speak to the Parent Support Advisor, there is a link on the front page of OWL.

## Remote education for self-isolating Pupils

Where individual Pupils need to self-isolate but the majority of their peer group remains in school, how remote education is provided will likely differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school.

**If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?**

### **Scenario 1 (Individual children isolating)**

#### **Setting work**

Work for 10 days (10 sessions of English, 10 sessions of Maths and 10 sessions of Foundation subjects) will be available on the Year group's page of Oaklands World of Learning (OWL) for those children who are well enough to complete work.

#### **Completing work**

Completed work should be uploaded to OWL or, if a pupil finds this difficult, via e-mail to [admin@oaklands-jun.wokingham.sch.uk](mailto:admin@oaklands-jun.wokingham.sch.uk), which will be forwarded to the relevant teacher. If this is not possible, it should be returned to school in paper form after the child has finished self-isolating.

#### **Providing Feedback**

Teachers will access completed work from Pupils (via OWL or the school e-mail) and give appropriate feedback on OWL or by school e-mail. Teachers will endeavour to give feedback to Pupils within 3 working days of receiving the work.