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St Teresa's Remote and Online Learning for Pupils

The purpose of this document is to set clear guidelines as to what we hope to achieve in our future vision and current teaching and learning provision for remote learning.

In the case of prolonged school closure, we aim to provide children access to our Remote Learning in the form of the Remote Learning Programmes of Study as well through the use of our digital platform, Google Classroom. These different modes of learning cannot replace class teaching and therefore the Remote Learning programmes and the platform of online learning is there to continue to support learning at home. We will endeavour to continue to deliver our full, broad and balanced curriculum in this style that will enable your child to continue and consolidate learning.

Safeguarding and Wellbeing.

Safeguarding children remains a priority regardless of whether children are being taught in school or at home. We have updated our Safeguarding information here to include online learning guidelines from Merton and the London Grid for Learning (LGFL). We know that online security can be complex and we are here to help should assistance be required.

We understand that the current period is challenging and that there is potential for our mental health to suffer. The Friends of St Teresa's (FOST) team have developed an excellent website containing links to family support at this time - please note that users will have to create a username and password on the first visit to the site. We would urge any families with concerns around any aspect of safeguarding or mental health to contact the school. We are always here to help.

We believe that it is in the best interests of our children that we continue to provide structured support to the best of our ability and that expectations continue to be of a high standard. It must be noted that the work children engage in during a period of closure will be part of our current planning and so cannot be considered as optional. Children and parents should consider the arrangements as set out in this document as highly recommended. We want children to come back to school with the same thirst for learning that they left us with.

Remote Online Learning Platforms (Tapestry (EYFS) & Google Classroom (Y1-6)

Our Remote Online learning in the Nursery and Reception will be delivered through Tapestry, a very well established digital platform of learning and assessment material, that will be updated through the parent portal. Key stages 1 and 2 will use the Google Classroom online platform to post the weekly plans with links and access to resources required to support their learning.

Remote Learning Programmes of Study

Our Remote Learning programme will be delivered through clear set tasks laid out in a fairly structured timetable following the child's current curriculum. These will be uploaded in the childrens' Google Classrooms or on Tapestry.

Here at St Teresas' our dedicated teaching staff will endeavour to:

- Provide a broad and balanced curriculum. Continue teaching in line with current, extensive planning that is already in place throughout the school;
- Set meaningful and ambitious work each day in a number of different subjects and provide feedback on activities during the normal teaching hours of 9am-3.15pm;
- Provide frequent, clear explanations of new content, delivered by a teacher or through high-quality curriculum resources, teaching videos, narrated powerpoints and activities with their class through the Google Classroom;
- Provide a bank of resources that pupils can use at any time to support their learning (eg Getepic, Oxford Reading Owl, WhiteRose Maths, Timetable Rockstars, etc through the Google classroom or links on the Remote Learning Plans);
- Have systems for checking regularly whether pupils are engaging with their work, and inform parents immediately where engagement is a concern;
- Gauge how well pupils are progressing through the curriculum using questions and other suitable tasks, and provide regular feedback, using digitally facilitated or whole-class feedback where appropriate;
- Accept the fact that learning remotely will be more difficult, so tasks will be set in smaller steps to allow for this; teachers will work collaboratively with families, putting in place reasonable adjustments as necessary, so that pupils with SEND can successfully access remote education alongside their peers. We also may need to adjust the pace or difficulty of what is being taught in response to questions or assessments, including, where necessary, revising material or simplifying explanations to ensure pupils' understanding;
- Keep in contact with children through the Google classroom/Tapestry and phone calls home regularly;
- Check school emails daily and respond as soon as possible during the normal school week between the hours of 8am-4pm to any parent concerns or issues raised;
- Monitor with Senior Leaders the activity of pupils posting on Google Classroom and delete posts or temporarily mute individuals who post inappropriate material in group discussions;

"Love proves itself by deeds so how am I to show my love?" St Thérèse of Lisieux



Respond to children's messages which are posted through Google Classroom or questions that may be asked about the remote learning programmes of study;
Allow flexibility in the completion of activities, understanding that the circumstances leading to our closure will affect families in a number of ways;
Take regular breaks away from the computer or iPad to engage in other professional duties as much as circumstances allow e.g. CPD;
Teachers will not be available on the Google Classroom on Friday afternoons to allow for school wide Planning and Preparation time;
If unwell themselves, be covered by another staff member for the sharing of activities. Follow up of messages on the Google Classroom during this time will not be undertaken until the teacher is fit to work.

It is hoped that during this time our parents and families will:
Understand that the 'Google Classroom' should be treated as a classroom, their child will only be able to use this forum to talk with their class teacher. Teachers may delete inappropriate posts or 'mute' accounts temporarily if children misuse this platform, however you will be contacted by the class teacher should this occur;
Encourage and support their child to the best of their ability to access and engage with Google classroom or Tapestry and elements of the Remote Learning Tasks;
Monitor carefully their child's computer screen quality and their screen time- click here for more information on this. For further support and advice on online safety measures please see appendix 1 at the end of this document;
Receive via Google Classroom and Tapestry their child's Remote Learning programme of study and resources so that the children can access the work directly. This means they will not need to waste time aimlessly looking at the internet with the risk of getting distracted from their learning;
Ensure their child attempts all of the work set so that there are limited gaps in their knowledge upon return to school;
Not screenshot or copy any information, messages or posts to share on social media platforms or any other platforms outside of the Google Classroom/Tapestry for the safety of our staff and pupils. It is for the sole use of our children;
Know they can continue to contact their class teacher as normal via email during the hours of 8am-4pm should they have any concerns or queries;
Look through the parent fact sheet with top tips and suggestions on creating a positive home learning environment;
Be mindful of the mental well-being of both themselves and their child and encourage their child to take regular breaks, play games, get fresh air and relax;

Parents, we finally ask that you please note the following:
We are aware that not all parents will be able to support their children in the same way and that digital infrastructures within each home may be different. This is absolutely fine, but please do let us know if there is anything further we can do to support your child's learning;
Please remember that teachers are often working around their own families during this period. Please contact the school office for urgent matters, where we may be able to assist you more quickly.

We would like for all of our pupils in Google classrooms & Tapestry to:
Understand that it is now an expectation that they complete all of the work set by their class teacher and submit work for feedback when asked to;
Participate in Google meets/ live lessons when encouraged by teachers;
Be able to use this digital platform to communicate with their teachers and peers about work including showing work and sharing what they have been doing at home and asking questions which classmates (as well as teachers) can answer;
Reach out to their teachers directly for clarification or support should they need help with work that has been set;
Consider all the elements of e-safety when using suggested websites for home learning or the Google Classrooms e.g. stranger danger, not sharing personal identity, passwords or usernames, logging out correctly and reporting inappropriate images or activity to a parent or adult;
Work with their parents and teachers to establish a routine for doing schoolwork as this will be closely aligned to the normal school day, please notify your class teacher if you need to work regularly outside of these hours;
Treat the Google classroom as a Classroom- speak using correct standard English. Please do not mention anything that is not school or teacher post related. Remember to show politeness and kindness to other users at all times. Please see appendix 2;
Not change your profile setting or upload personal photographs of yourselves in the settings. Uploading a post of a video or photography is ok as this cannot be seen by external users to our organisation;
Not be permitted to message any staff or other pupils outside of the school day hours between 8am and 4pm.

Appendix 1- Further websites to support parents and carers to keep their children safe online.

During school closures, children will spend more time online and on devices, so to help them stay safe, please scroll down to find guidance and support.

Internet matters - for support for parents and carers to keep their children safe online

London Grid for Learning - for support for parents and carers to keep their children safe online

Net-aware - for support for parents and carers from the NSPCC

Parent info - for support for parents and carers to keep their children safe online

Thinkuknow - for advice from the National Crime Agency to stay safe online

UK Safer Internet Centre - advice for parents and carers



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Appendix 2- How children should use Google Classroom

1. Before you create a post, check to see if someone has already created a post that is on the same topic as what you want to say. If they have, add what you want to say as a comment to that post instead. This helps us keep Google Classroom less cluttered, better organised and easier to read.

2. If you create a new post, make sure it is purposeful. Posts are for asking a question, sharing something you have done or found or suggesting things people might like to do at home. Please don't create a post just to say hello or ask how people are.

3. Comments on posts should, as much as possible, be about the same topic as the post. For instance, if the post is about a piece of science work, try to keep your comments about the science work. If someone has written a post suggesting a book they enjoyed, then your comments should be about books, comics, your own reading suggestions, thanking them etc. That said, comments can also be used to wish people well and share your feelings if you wish.

If we follow this, we should have an easy to read Google Classroom that doesn't get too long and full of posts each day. If there's something you want to say but you're not sure if it should be a post, post it anyway and we can always suggest how to better add it to our Classroom next time.

The three different types of work that we can set on Google Classroom together with instructions for returning work to class teachers and uploading files for assignments are explained in this video.

There will be teething problems which we will do our utmost best to address but please remember we are all on this learning journey together and will rejoin and unite as a school community very soon.

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Headteacher

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