



Culford

# Prep & Pre-Prep School Remote Learning Policy

FEBRUARY 2021

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Date:	February 2021
Date shared with staff:	February 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.

For details of what to expect where individual pupils are self-isolating, please see the final section of this page.

### The remote curriculum: what is taught to pupils at home

A pupil's first day or two of being educated remotely might look different from our standard approach, while we take all necessary actions to prepare for a longer period of remote teaching.

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

Pupils in the Prep School will follow normal time-tables, and all lessons (with the exception of Drama), instructions and resources or directions to resources will be on Google Classroom. Lessons will be taught with a live interactive element to them via Google Meet.

Pupils in the Pre-Prep have a timetable of live lessons and additional activities with screencastify videos and resources help on Google Classroom (Year 1 & 2) and Tapestry (Reception year).

### 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 teach the same curriculum remotely as we do in school wherever possible and appropriate with some adaptations where required in order to deliver the learning remotely.

### Remote Teaching and Study Time Each Day

#### How long can I expect work set by the school 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:

<b>Key Stage 1</b>	Pupils have 3-4 hours of learning each day as well as class meets, story time and individual reading and key word support sessions.
<b>Key Stage 2 and 3</b>	Pupils have up to 8 x 40 minute lessons per day, Monday to Friday. They also have a 15 minute daily tutor session every day at 8.30am. Lesson timings follow the normal daily timetable.



## **Accessing Remote Education**

### **How will my child access any online remote education you are providing?**

The school uses the Google Suite for Education. All lessons are on Google Classroom – with resources, and instructions. Google Meet is used to deliver all live lessons. Pupils are competent and capable in their use of technology.

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

If a pupil has difficulties accessing Google Classroom, lessons are sent, and work submitted, by email.

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

Lessons are taught live via Google Meet. Work is submitted and assessed via Google Classroom (or Tapestry for Reception year). We follow the normal school feedback policy, with some adaptations made for online delivery.

## **Engagement and Feedback**

### **What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?**

It is expected that pupils register with their tutor at 8.30am every morning, and attend all lessons via Google Meet. If your child's teachers are concerned about your child's engagement with their online learning, they will make direct contact with you.

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

Guidelines have been drawn up to assist staff with supporting pupils who are not engaging with their work. In the Prep School, we will contact the pupil and form teacher in the first instance and will then contact parents. In the Pre-Prep, we will contact parents directly via phone call or email to discuss concerns.

### **How will you assess my child's work and progress?**

We assess a pupil's work via Google Classroom – as pupils are expected to submit work via this learning platform. Assessment is on-going and staff will give feedback using a variety of different strategies. Where possible, the school feedback policy is applied to ensure a degree of consistency in how pupils' progress is monitored.

## **Additional Support for Pupils with Particular Needs**

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

We recognise that some pupils, for example some pupils 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:



# Culford

In the Prep School, EAL and LD pupils still receive EAL and LD lessons via Google Meet and Google Classroom. Work is also differentiated in Google Classrooms with Google Meets enabling live interaction between pupil and teacher.

## **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?**

If the majority of pupils are in school, then any pupil not in school is expected, subject to individual circumstances, to attend each lesson via Google Meet, and if not, complete all work posted on Google Classroom or Tapestry.