

Silver Tree Primary School and Nursery



Remote Learning Guidance

Date	September 2020
Review Date	September 2021

Context

During the current COVID-19 pandemic, Silver Tree Primary School and Nursery will provide all children with:

- immediate remote education
- a curriculum sequence that allows access to high-quality online and offline resources and teaching videos that are linked to the school's curriculum expectations
- give access to high quality remote education resources
- work with families to deliver a broad and ambitious curriculum
- set assignments so that pupils have meaningful and ambitious work each day in a number of different subjects
- teach a planned and well-sequenced curriculum so that knowledge and skills are built incrementally, with a good level of clarity about what is intended to be taught and practised in each subject

Preparation

At the start of the academic year, school will ensure that the following actions are taken prior to any partial or full closure:

- All children will be provided with a basic resource pack to support online learning. These packs will be sent home and parents/carers asked to store these for any future needs. The pack includes:
 - Basic stationery items
 - Blank exercises books
 - Paper
 - Login cards for all online learning platforms – *Doodle, TT Rocks, Numbots and Accelerated Reader*
 - Letter to parents with passwords and login details for our online learning platform
- Staff will ensure that all children understand how to access the schools online learning platform (age appropriate) and support any parents/carers who struggle with this.
- School will provide login details for our communication app '*Class Dojo*' and ensure all parents/carers are able to access it and login. School will provide parents/carers acceptable use guidelines for this.

Online Access

It is expected that children will access our remote learning through our online provision. If parents/carers do not have access to an electronic device, we expect them to inform school and we will ensure they are provided with Kindle Fire device for the duration of their child's absence.

If they do not have access to the internet (including mobile phone data), school will remind parents/carers that our personalised remote learning English and Maths platform – *Doodle*, does not need access to the internet and can be accessed through the school Kindle (or any other home device). School will also provide an offline login to access this at home.

Stage 1 - If an individual child or small number of children need to Isolate

School will:

- provide immediate access to our online learning platform through the secure section on our school website www.silvertreeprimary.co.uk (see appendix 1)
- provide individual login details for each of the learning platforms
- provide online, high quality lessons, videos and resources daily
- ensure all resources and lessons provided, link to current curriculum objectives within their classroom
- ensure work for each day is uploaded at least the day before
- carry out a welfare call to discuss remote learning, following three consecutive days absence, with subsequent calls as required
- provide immediate access to a Kindle Fire (at parents/carers request), if no access to a device at home
- provide paper-based resources for foundation subjects, if the child has no internet access at home

Parents/Carers Will:

- inform school as soon as the child needs to isolate
- inform school of any test results (by texting school) as soon as possible, the same day
- inform school on the first day of absence, if they would like to loan a Kindle device
- inform school on the first day of absence, if they do not have any access to Wi-Fi or mobile data
- access remote learning resources immediately, on the first day of absence
- complete online/offline daily Doodle learning tasks for Maths, Tables, English and Spelling
- ensure work is completed according to the class timetable
- contact school if they have any concerns relating to the work provided
- inform school when the child will be returning

Stage 2 – If one or more class bubbles need to close

School will:

Fulfil all of the above criteria and in addition:

- inform parents that the bubble will close as soon as possible
- activate the online messaging and work submission platform – Class Dojo
- provide daily videos on Class Dojo to review previous days learning and address any common misconceptions
- provide daily feedback to all children who submit work before 3.30pm
- respond to parents messages (that confirm to the messaging protocol) within school working hours
- adapt upcoming lesson provision (on the school website) based on the children’s work submitted the previous days
- contact parents/carers who do not have access to the internet (or mobile data), weekly
- contact parents/carers following no work submission or contact through messaging, after two consecutive days
- use children’s Mathematics and English target cards to continue tracking progress through submitted work

Parents/Carers will:

- inform school on the first day of closure (or before if possible), if they would like to loan a Kindle device
- inform school on the first day of closure (or before if possible), if they do not have any access to Wi-Fi or mobile data
- complete online/offline daily Doodle learning tasks for Maths, Tables, English and Spelling
- access remote learning resources immediately, on the first day of absence
- ensure work is completed according to the class timetable
- ensure submitted work is completed by the end of every school day
- submit children’s work according to the class timetable
- send messages to teachers, adhering to the messaging protocol (see appendix 2), should they have any queries
- allow children to respond to any feedback, marking or improvement prompts, provided by the teacher

Stage 3 – the whole school closes or goes into local/national lockdown

Fulfil all of the above criteria and in addition:

School will:

- provide weekly welfare calls (if the closure exceeds two school weeks)
- send postcodes and rewards home to celebrate achievements
- review the online lesson provision for foundation subjects to provide videos created by the class teachers or teaching assistants
- provide weekly online, storytime sessions, through the class Facebook pages

Appendix 1 – Letter home to parents/carers outlining website provision



Silver Tree Primary School & Nursery
Durham Road
Ushaw Moor
Durham
DH7 7LF
Tel/Fax: 0191 3730622
Email: silvertree@durhamlearning.net



Head Teacher: Mrs. N. Maughan
18th September 2020

Work Packs

Dear Parent/Carer,

In this pack you will find some basic items that you will need to complete home learning should your child be absent from school due to Covid-19 symptoms or isolating.

Please do not use these items for any other purpose as we are unable to replace them.

All learning must be completed every day your child is absent as they will NOT catch up on the work missed when they return.

You can access your child's class home learning through the school website or by following the link on your class Facebook or visiting the website

www.silvertreeprimary.co.uk/ourclasses

Your child's class password is:

You will need access to an electronic device in order to complete this such as a laptop, computer, iPad, tablet or mobile phone. If you would like to loan a Kindle Fire for the duration of your child's absence, please contact the school office and one will be provided.

Please note, you may need to download the Doodle Maths, English, Spelling and Tables apps and the ttrocks/Numbots app for your child to be able to log in.

Yours sincerely,

Mrs. N. Maughan

Head Teacher

Appendix 2 – Letter home to parents/carers outlining Class Dojo



Silver Tree Primary School & Nursery
Durham Road
Ushaw Moor
Durham
DH7 7LF
Tel: 0191 3730622



Email: silvertree@durhamlearning.net
Website: www.silvertreeprimary.co.uk
Facebook: [silvertreeprimaryschool](https://www.facebook.com/silvertreeprimaryschool)

Head Teacher: [Mrs. N. Maughan](#)



30th September 2020

Year ... Remote Learning Through Class Dojo!



Dear Parents/Carers,

As you are aware we have been working hard to provide children with a remote learning package, **should they need to self-isolate or remain at home as a result of the current pandemic.**

The work has been and will continue to be uploaded to our school website in the secure access area. If you are having trouble logging onto the page, you can follow the link on your child's class Facebook page. If your child needs to be absent due to COVID-19, they MUST access this work for the duration of their absence.

We are now preparing for parents/carers to communicate with teachers and send photographs of completed work. **This will only be used if a class bubble or whole school is closed and not for individual children who are self-isolating.**

We are pleased to announce that we will be using a simple app based resource called Class Dojo. Through this app you will be able to submit your child's work by simply taking a photo on a mobile phone and adding it to your child's portfolio. Staff will then be able to view this work and provide feedback on your child's work and progress. Your child will also have a monster 'pet' that they already use in school. These monsters help your child to earn 'monster points' for work, kindness, tidying up and many other positive behaviours in school. You can even reward them with 'monster points' for working hard or completing jobs at home!

You or your child can also message your teachers. With regards to messaging we would like to clarify how this can be used:

DO

- Do message if you want to share something positive from home
- Do message if you have a small query or would like to find out something simple
- Do message if your child has any minor worries, for example: *'Jack didn't quite understand fractions today, could you please point me in the direction of where I can get some further practise work for him'*

DON'T

- Please don't use the messaging app to raise an issue, please contact the school office in the usual way
- Please do not message to notify them of absences or illnesses – this should be done via the school office as normal
- Please do not use Class Dojo to message about any urgent or serious issues; please use the school office and normal school procedures for this

REMEMBER

Teachers will always endeavour to reply as quickly as possible. However, please bear in mind that school life can be incredibly busy and whilst every effort will be made to reply or acknowledge messages, there may be a slight delay on occasion. Additionally, please do not expect a reply to any messages sent after 4pm or on a weekend as teachers will not be able to reply.

It is extremely important that ALL parents/carers sign up to this platform and download the app as soon as possible. That way, should the unfortunate happen and a bubble or whole school needed to close, we would be able to turn on the messaging and portfolio areas straight away to ensure children can continue to work from home, without any gaps in their education.

Please watch the below videos which explain how you can create an account and register your child:

www.youtube.com/watch?v=vZWYMcDuhus

Make sure you DO NOT download the app until you have clicked on the class link below and created an account.

Year ...

<https://www.classdojo.com/invite/?c=C2WQ3D8>

We hope this clarifies any questions you may have and that you enjoy connecting with us and your children through Class Dojo. Please ensure you watch the above video and if you are still struggling with creating an account or logging on, please do get in touch and we will try to help as much as possible.

Please note that if you do not have access to an electronic device and the school/bubble closes, you can loan a Kindle Fire by contacting the school office. If this is the case, you still need to create an account with Dojo as soon as possible.

Yours sincerely



Mrs N Maughan
Head Teacher