



**Remote Education Policy**



# Avonwood Primary School

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## **Remote Education Policy**

Date: 10.06.24

### **Aim:**

Should pupils not be able to attend school, they must have access to a good quality of education.

### **Scenarios where remote education should be considered:**

- ⇒ School closures or restrictions on attendance, where school access for pupils is restricted. This may be dictated by schools leaders, local authorities or central government.
- ⇒ Individual cases where a pupil is unable to attend school but is able to learn. These circumstances should only involve a short-term absence and assessed on a case-by-case basis.

### **Principles:**

- ⇒ In-school attendance is essential for attainment, wellbeing, and wider life chances; remote education is a last resort only when the alternative is no education.
- ⇒ The provision of remote education should not compromise the quality of education for the majority of children who are attending school in person.
- ⇒ In the rare circumstances where remote education is applicable, teachers will endeavour to deliver live lessons via Teams.
- ⇒ Alternatively, high quality lessons developed by external providers such as [Oak National Academy](#) can be provided instead of school led video content.
- ⇒ Remote learning packs will be provided where deemed necessary, as agreed by the Senior Leadership Team.
- ⇒ Where appropriate, learning will be recorded on Class Notebook (OneNote) or EvidenceMe.
- ⇒ Conduct of adults and children during online remote education must adhere to the principles and expectations set out in our behaviour policy, code of conduct framework and safeguarding policy.

### **Approach to wider provision:**

Careful consideration will be given to:

- ⇒ Provision being ready for pupils to access as soon as reasonably practicable, though in proportion to the length of absence and expected disruption to education.
- ⇒ Providing remote education that is equivalent in length to the core teaching time pupils would receive in school where possible, being mindful of the individual needs and circumstances of the pupil and their families.
- ⇒ Providing access to digital platforms (for example, Microsoft 365) and devices (such as a Chromebook) to enable equitable provision.
- ⇒ Planning opportunities for feedback and interaction during the school day.

- ⇒ Ensuring work is set and marked for pupils during the first five school days of a suspension or permanent exclusion.
- ⇒ Adhering to guidance regarding legal duties to pupils with SEND.
- ⇒ Providing food vouchers or lunch parcels where pupils eligible for benefits-related free school meals are receiving remote education.

### **Approach to individual provision:**

When a pupil is absent, the school should always seek to overcome the barriers to attendance and provide support for the pupil to attend, regularly reviewing any barriers in conjunction with the pupil, parents or carers, and if appropriate, a relevant medical professional.

Remote education should not be viewed as an equal alternative to attendance in school, and providing remote education during a pupil's absence does not reduce the importance of bringing that absence to an end as soon as possible.

In the limited circumstances when the school decides to use remote education for individual pupils when they are absent, the following should be considered:

- ⇒ Ensuring mutual agreement of remote education by the school, parents or carers, potentially pupils, and if appropriate a relevant medical professional. If the pupil has an Education, Health and Care plan or has a social worker, the local authority should also be involved in the decision.
- ⇒ Where remote education is being used as part of a plan to reintegrate back to school, putting a formal arrangement in place to review its efficacy regularly, alongside identifying what other support and flexibilities can be put in place to help ease the pupil back to school at the earliest opportunity.
- ⇒ Setting a time limit within which the period of remote education provision should be reviewed, with the aim that the pupil returns to in person education with the required support in place to meet their needs.

### **Relevant Avonwood policies:**

- Attendance policy:  
<https://www.avonwoodprimaryschool.org.uk/Portals/0/adam/Content/0HjN03mupki0GRR8Y3Ercg/Link/UL%20attendance%20policy%2023-24.pdf>
- Behaviour policy:  
<https://www.avonwoodprimaryschool.org.uk/Portals/0/adam/Content/Eppqrrz9s026RMIDHx-RHg/Link/Behaviour%20Policy.pdf>
- Code of conduct:  
[https://www.avonwoodprimaryschool.org.uk/Portals/0/Documents/Handbooks/Code%20of%20Conduct%20-%2027012021.pdf?ver=oXTinR2MVJ\\_7t88V9j7bhw%3d%3d](https://www.avonwoodprimaryschool.org.uk/Portals/0/Documents/Handbooks/Code%20of%20Conduct%20-%2027012021.pdf?ver=oXTinR2MVJ_7t88V9j7bhw%3d%3d)
- Exclusion policy:  
[https://www.avonwoodprimaryschool.org.uk/Portals/0/adam/Content/d0w4M06wEUym82sSx\\_c07w/Link/Exclusion%20Policy.pdf](https://www.avonwoodprimaryschool.org.uk/Portals/0/adam/Content/d0w4M06wEUym82sSx_c07w/Link/Exclusion%20Policy.pdf)

- Feedback policy:  
<https://www.avonwoodprimaryschool.org.uk/Portals/0/adam/Content/nUQPibSumk6TwCGW7sVF3g/Link/Feedback,%20Assessment%20&%20Marking%20Policy.pdf>
- Safeguarding policy:  
[https://www.avonwoodprimaryschool.org.uk/Portals/0/adam/Content/Uxy3-FQVSEeXLOKTWO6\\_Kg/Link/Safeguarding%20Policy.pdf](https://www.avonwoodprimaryschool.org.uk/Portals/0/adam/Content/Uxy3-FQVSEeXLOKTWO6_Kg/Link/Safeguarding%20Policy.pdf)
- SEND policy:  
<https://www.avonwoodprimaryschool.org.uk/Portals/0/adam/Content/TfXzejktnUCuzc6LosNCrQ/Link/SEND%20Policy%20.pdf>


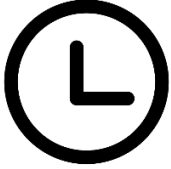

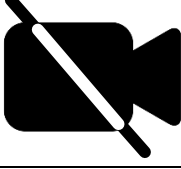
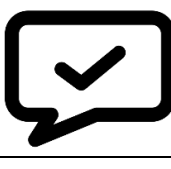

**External guidance links:**

- DfE Guidance on remote education (January, 2023): [Providing remote education: non-statutory guidance for schools \(publishing.service.gov.uk\)](https://www.gov.uk/government/publications/providing-remote-education-non-statutory-guidance-for-schools)
- DfE Guidance on safeguarding & remote education (March, 2021): [Safeguarding and remote education - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/safeguarding-and-remote-education)

## Appendix: Code of Conduct - Live Learning

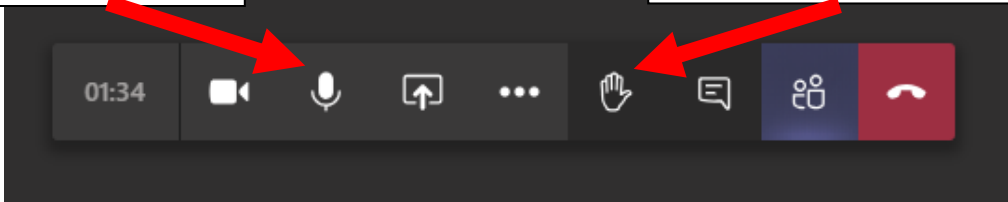
To be read in conjunction with the IT Acceptable Use Policy

During live lessons via Microsoft Teams students must follow these expectations:

	<b>School Account</b>	<b>When you log in, you must use your school username and password.</b>
	<b>Be on time for registration</b>	<b>Be ready to join the lesson before the start time. Make sure your device has sufficient charge and you are ready to learn.</b>
	<b>Mute yourself</b>	<b>When you enter the lesson, click the mute icon. This helps minimise background noise.</b>
	<b>Be ready to participate</b>	<b>Cameras should be ready to be turned on when requested by the teacher (subject to parental preference).</b>
	<b>Chat responsibly</b>	<b>Use the chat option to contribute to the lesson as directed by your teacher.</b>
	<b>Eliminate distractions</b>	<b>Do your best to sit in a quiet place. Let your family know when you will be taking part in lessons so they can avoid interrupting you.</b>

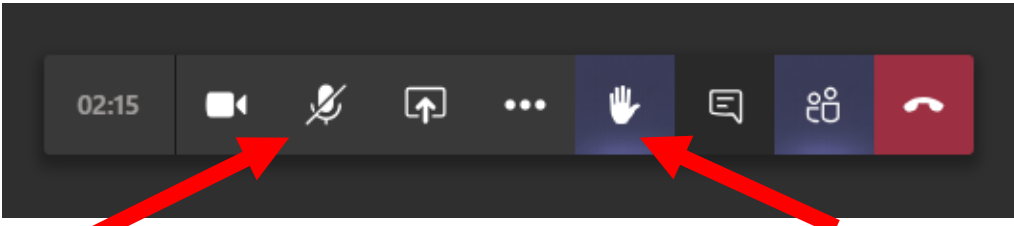
This is when my microphone is on.

This is when my hand is down.



This is when my microphone is off. It has a line through it.

This is when my hand is up. The hand is white.



**Attendance - children must:**

- Attend the live lesson promptly as per given timetable. The teacher will issue a 'meet now' just before the meeting time.
- Give notice in advance, to our front office team, if your child cannot attend and state the reason.
- All children are expected to attend remote learning unless they are ill; failure to do so will result in an unauthorised absence.

**Behaviour - children will maintain the high expectations of Avonwood Primary School by:**

- Trying their best to complete all work at home to a suitable standard.
- When joining meetings, both cameras and microphones must be switched off by default.
- Microphones should be muted unless requested by the teacher.
- Cameras should be ready to be turned on when requested by the teacher (subject to parental preference).
- Children should wear appropriate clothing for a day at school, preferably their school uniform.
- Children should be sat at an appropriate location (i.e. a suitable backdrop).
- Should a bedroom be the only available location, please ensure that children must be appropriately dressed and the space is set up as a suitable learning environment.
- When requesting clarification, ask questions using the hands up function and await their turn to respond. When answered lower the hand function.
- Be respectful of all those involved in the lesson.
- Do not use the chat function / 'Posts' for messaging other children, or for sending emojis/likes in response to peer comments.

**Parents – parents must support learning online by:**

- Try their best to engage in successful home learning.
- Supervising and monitoring their child nearby.
- Refraining from talking to the teacher live in the lesson unless requested to do so.
- Be respectful and considerate to the teachers and this new way of teaching.
- Supporting your child to be punctual and engage in learning.
- Using traditional communication routes for feedback, comments or concerns.
- Recording remote teaching sessions (videos or photos) is prohibited unless explicit prior consent has been given by the school.

**Disciplinary Procedure****In the unlikely situation that a child is not behaving appropriately online the following action will be taken:**

- We will work closely with parents to resolve issues together.
- Any child not behaving in accordance with the expectations as stated above will be given a warning of removal from the live lesson by the class teacher, at an appropriate time the teacher will ask to speak to the supervising adult at home.
- If the warning is not adhered to the child will be removed from the lesson and parents contacted at the earliest opportunity.
- Any child not behaving in accordance with the expectations as stated above on more than one occasion will be referred to the Avonwood Senior Leadership team.
- If, after the above escalation's have been enforced and unacceptable behaviour continues the child will be removed from Live Teaching indefinitely.