

Expectations for all in online

'Remote Learning @ Home'



This plan will be put into place in the event of full school closure; class closures or partial school closures.

Forest Lodge Academy Aims

- To minimise the disruption to pupils' education and the delivery of the curriculum
- To outline Forest Lodge Academy's approach for pupils that will not be attending school as a result of government guidance (full lockdown), positive test or due to continued shielding
- To outline expectations of what the school will provide in terms of education if a class, bubble or local lockdown occurs, or if a child has to isolate
- To outline teaching staffs expectations of what they need to do in order for them to provide remote education for their class or individual children when required
- To outline parents and pupils expectations of what they need to do to engage during a school closure and how the school can support you.

The Headteacher will:

- Ensure those families entitled to Free School Meals will be provided with a food parcel or vouchers during a closure
- Ensure the home learning tasks set are to a high standard, which reflects the usual curriculum
- Ensure class teachers, senco or learning behavior mentor have contact with each child/family once a week
- Monitor the engagement of pupils learning
- Monitor MyConcerns / safeguarding concerns regularly
- Communicate regularly with families through emails, website, weduc or facebook using letters where appropriate
- Meet regularly with staff remotely or by telephone
- Respond to parents queries and concerns
- Ensure the day to day running of the 'remote' school and the learning and safety of those children in school (key worker and vulnerable children)
- Regularly review plans and risk assessments and update with new government or trust guidelines where appropriate.



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Class Teachers will:

- Follow their usual planning for all subjects
- Follow their usual timetable of learning each day as much as possible and share this with you
- Provide recorded / some live / remote lessons to explain concepts and ensure the children understand their learning tasks
- Upload learning onto the website, Evidence Me or TEAMS with supporting resources
- Feedback to children on their uploaded learning through platforms or email
- Provide additional support for children/parents through phone calls or explanations via Teams or email
- A member of the year group team Teacher/Teaching Assistant will speak with all children/parents by telephone weekly or more if needed
- Monitor the daily engagement of children and call the families of those not engaging to offer support weekly
- Log any safeguarding issues on Myconcerns

Parents will:

- Set a clear routine with the child using the timetable and the daily tasks set on the website, TEAMS or Evidence Me
- Look at TEAMS, Evidence Me or the school website daily to ensure they are fully up to date with all school news and expectations of the day
- Support their children to complete all of the learning set as much as possible
- Liaise with school staff and seek support on behalf of their child when needed through email



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Children will:

- Log on to TEAMS / school website / Evidence Me each day and complete tasks to the best of their ability
- Watch all of the learning sessions / take part in live lessons as these develop depending on age
- Complete the learning set by their teacher each day and upload their learning as requested by the teacher – photograph/video
- Respond to feedback through teams or email
- Get in touch if extra support is needed through your year group email

Live sessions

- **Log onto your sessions in a communal family space**
- **Parents/siblings should not be seen**
- Set yourself a learning zone if possible
- Have all your equipment ready for the session, pens, pencils, paper etc.
- Ensure you are wearing appropriate clothing – no pjs!
- Make sure you are comfy, so you don't have to leave and miss anything important
- Have a drink with you

When you are logged on

- Ensure your background is suitable
- At the time stated open up and Log on to TEAMS using the app with the camera on and microphone muted
- Don't record, take photos or screen shots of the meetings
- The teacher will virtually welcome and give instructions of how the sessions will work.
- They will let you know how to share opinions, answers either using the chat or hand up icon. This may vary for each session so listen carefully!
- Expectations will be reiterated throughout the session. We have the same behaviour expectations that are set within the classroom and rewards / points / dojos will be given for engagement as well as sanctions if needed
- Think before you write anything in the chat, always be polite and respectful
- Enjoy seeing your friends, teachers and your learning! Have Fun!

