



James Elliman Academy Remote Learning Information



Aims:

This information is intended to provide consistency, clarity and transparency to pupils and parents or carers about what to expect from remote education if 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?

Google classroom will be accessible immediately; however, recorded lessons will be available until day 2 of when the work was set. If the school is aware that the pupil has not logged on to Google Classroom or does not have any device at home, where possible a device will be provided to work on, or a work pack will be available for collection in order for the pupil to complete work at home.

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. However, we have needed to make some adaptations in some subjects. For example, we understand that it may be difficult for children to collaborate online, so group activities for PE and experiments in science may not follow the school curriculum. Subjects such as music will also be different at home, as many children will not have access to musical equipment to complete the activity.

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:

EYFS	Children in Reception will have up to 2 hours of teaching per day.
KS1	Children in Year 1 and 2 will have up to 3 hours of teaching per day. This will include teacher's non-contact time, where the children will work on skill building exercises and foundation work.

KS2	Children in Years 3, 4, 5 and 6 will have up to 4 hours of teaching per day. This will include teacher's non-contact time, where the children will work on skill building exercises and foundation work.
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Accessing remote education

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

All our remote learning will be accessed via Google Classroom. Each child will have been issued an email address and password to use so they can login to the learning.

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

We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

- The school has been provided with **a limited number of laptops** to lend to families during a national, local or bubble closure. Laptops that are loaned to families are subject to a signed agreement stating that it will be used only for accessing remote learning. Families will understand and agree that devices will have to be returned to school once the child has returned to school. Parents/carers who would like more information, can contact the school via email at jeaoffice@theparkfederation.org or call the school office on 01753 810686. Please note that the school will have a strict criteria checklist in place before allocating laptops to families as we only have a limited number of devices available.
- Families of children in KS2 who have no or limited internet connection, can first contact their internet and mobile provider to ask for a free increase in their allowance. If the provider is unable to do this, please contact the school via email at jeaoffice@theparkfederation.org or call the school office on 01753 810686, and we may be able to apply to the DfE on your behalf for a router or dongle.
- Children accessing the learning via a work pack or printed materials, will be directed to collect their work pack weekly from the school on a pre chosen day. Children will submit the work they have completed that week on the pre chosen day when they collect their next week's work.

How will my child be taught remotely?

We use a combination of the following approaches to teach pupils remotely:

- Recorded live (video and audio) teaching, with modelling videos made by the teachers in the year group.
- Printed paper packs will be produced by teachers for those pupils who are unable to access remote learning.
- The class teacher will also invite your child to a weekly community catch up session to share successes in learning and clarify any misconceptions/queries children may have.

Engagement and feedback

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

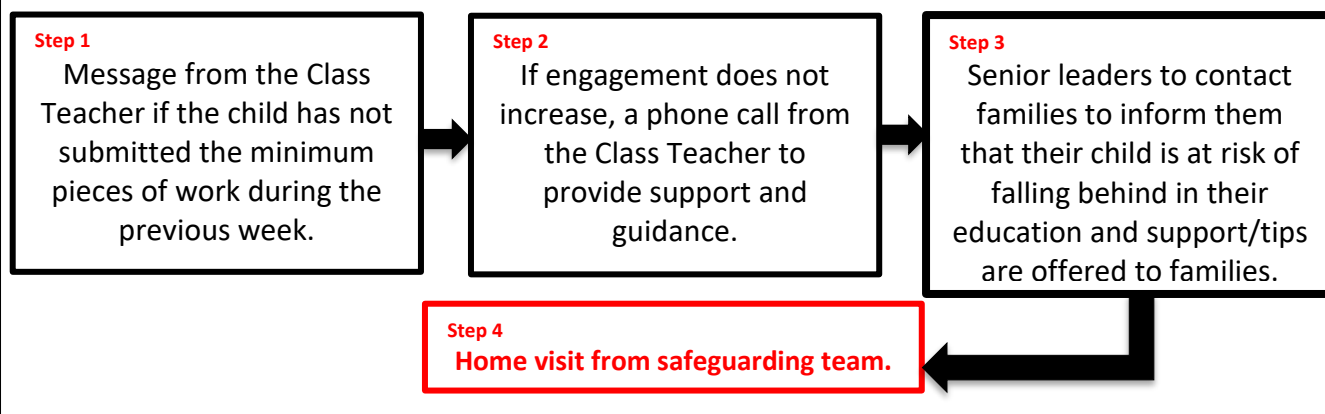
- Children are expected to complete all work assigned to them by the class teacher. Work will be scheduled throughout the school day to mirror the timetable the children would follow if they are in school.
- Parents should have a clear routine for their child ensuring they log into Google Classroom daily to complete work. If children are sharing a device, a timetable must be set ensuring all siblings have access. Parents should also be available to support younger children with their learning, encouraging them to engage with the videos and complete all necessary work assigned.

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

Teachers will check pupil's engagement with remote learning on a twice weekly basis.

- Teachers will contact families if there are concerns with engagement to offer support and advice. If the child's engagement does not improve, the teachers will refer the child to a member of SLT and the safeguarding team for further support.
- The safeguarding team will attempt to make contact with you to check everything is ok. If no contact can be made a home visit will take place to check the child is safe and well.
- If there is no response from a home visit it may be appropriate to inform Slough Children's Social Care or the police so that a welfare check can be conducted.

School's procedures for children disengaged with online learning



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

Feedback can take many forms and may not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others. Our approach to feeding back on pupil work is as follows:

- Feedback in the form of written, verbal or stickers for majority of core subjects will be provided daily where possible. For foundation subjects, general feedback will be given where possible as well. Feedback of work handed in late will be provided weekly.
- Assessed written work will be assessed using the Rubric tool on Google Classroom.

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:

- Children with SEND needs will have differentiated work assigned to them via Google Classroom. The family can also request paper materials or resources if needed.
- Remote learning for younger pupils, for example those in Reception and Year 1, will also be accessed via Google Classroom, where teachers have prerecorded live lessons, with modelling explained on how to complete the task. Children will demonstrate they have completed the set task by uploading a picture or video.

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?

Children self-isolating will be provided with a work pack to complete at home. The pack will consist of the work the child would have completed if they were in school and two age appropriate reading books. The school will contact parents or carers when the pack is ready to be picked up. The pupil is expected to complete all the tasks to the best of their abilities and return the pack when their isolation period is over for the teacher to provide feedback.

If your child's class teacher has to self-isolate, they will teach the class remotely from home. A second adult will always be present in the room to help facilitate the learning.

Who to contact:

If parents/carers have any questions or concerns about remote learning, they should contact the following Year group teams or SLT members:

- Nursery - nurseryjea@theparkfederation.org
- Reception - receptionjea@theparkfederation.org
- Year 1 - year1jea@theparkfederation.org
- Year 2 - year2jea@theparkfederation.org
- Year 3 - year3jea@theparkfederation.org
- Year 4 - year4jea@theparkfederation.org
- Year 5 - year5jea@theparkfederation.org
- Year 6 - year6jea@theparkfederation.org
- Principal - principaljea@theparkfederation.org
- Designated Safeguarding Lead/Vice Principal Year1-2 - vpy12jea@theparkfederation.org
- Vice Principal Year3-4 - vpy34jea@theparkfederation.org
- Vice Principal Year5-6 - vpy56jea@theparkfederation.org
- Early Years Lead - eyfsjea@theparkfederation.org

REMOTE EDUCATION 10 TOP TIPS FOR CHILDREN

Remote education ensures continuous learning outside the classroom. For students, it's the perfect way to ensure they still get the education they need, despite not being at school. However, it also requires a level of discipline and careful planning. That's why we've created this guide to help pupils understand different aspects of remote education and to support them in ensuring their experience is as safe and secure as it can be.

1. TREAT REMOTE EDUCATION THE SAME AS CLASSROOM LEARNING

Despite being at home, it's important to remember the same rules apply as being in the classroom, particularly in respect of behavior and conduct. Focus on learning and don't get distracted by your surroundings.



2. USE CLASSROOM LANGUAGE

If you are encouraged to communicate through emails and online messages, don't use shorthand text speak and write as though you would speak in class. Remember to be respectful and polite and avoid posting negative comments or spamming the chat.



3. TAKE REGULAR SCREEN BREAKS

Whilst remote education might be an exciting experience to begin with, having prolonged periods of time in front of a screen isn't always healthy. Remember to have regular screen breaks where possible and in your spare time, try to get some fresh air and enjoy other activities away from electronic devices.



4. ALWAYS CONDUCT VIDEO LEARNING IN AN OPEN SPACE AT HOME

To get the best experience from remote education, it's important to create the right environment around you. Try to set up a mock 'classroom desk' at home in an open space so parents can supervise if necessary. Avoid bedrooms as this could be considered inappropriate.



5. ONLY COMMUNICATE THROUGH APPROVED SCHOOL PORTALS AND PLATFORMS

It's important that you send messages and any pictures or images required for class through approved school channels, such as internal learning portals or approved platforms. This will help to keep your personal information safe and secure.



6. STICK TO TEACHER RULES AND GUIDELINES AROUND REMOTE EDUCATION

Your school should issue you with guidance on remote education and the rules to follow. Always maintain classroom behaviour and try to remember that you are in a learning environment and not a social setting.



7. DRESS IN SCHOOL UNIFORM

As part of your learning environment, try to maintain school uniform/dress. This will help as part of replicating classroom learning in the home. Try to avoid wearing anything too casual as this could be deemed inappropriate for school.



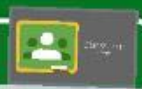
8. DON'T SHARE PASSWORDS OR OTHER SENSITIVE INFORMATION

In order to begin your online lessons or to gain access to learning materials, you may be provided with login details and passwords. In the same way you keep your personal details private, always keep these safe and never share them with others.



9. DON'T USE SCHOOL PLATFORMS TO DISCUSS PERSONAL MATTERS.

It's important to keep your school communication channels separate from your own personal communication with friends and family. Don't be tempted to engage in casual discussions or send images, videos or links via official school apps or platforms that aren't associated with your learning.



10. LOOK AFTER YOUR MENTAL HEALTH AND WELLBEING.

Remote education ultimately means working alone and missing out on daily social interaction with your friends. If you ever feel frustrated, low or sad, it's important to discuss how you feel with your parents or your teacher. Keeping in touch with friends over the phone or on social media can also help to keep your spirits up.



REMOTE EDUCATION 10 TOP TIPS FOR PARENTS

Remote education ensures continuous learning outside the classroom. For parents and carers, remote education isn't always straightforward and there can be a number of factors they need to consider, especially around ensuring their children feel comfortable and are familiar with the whole concept. That's why we've created this guide to help parents and carers support their child in getting the most out of their remote education experience.

1. TAKE AN ACTIVE INTEREST IN YOUR CHILD'S LEARNING

As a parent or carer, your school may have explained how remote education works already, but children may still need help. Take an active interest in their learning and help support them whenever they need a helping hand.



2. MONITOR YOUR CHILD'S COMMUNICATION AND ONLINE ACTIVITY

It's important to remind your child that despite being at home, the same level of behaviour and conduct exists as if they were at school. Encourage them to remain polite, remember their manners and not to post or send any negative comments just because they are behind a computer.



3. ESTABLISH A DAILY SCHEDULE AND ROUTINE

Working from home and trying to learn in a more casual setting that children might associate more with play and a degree of freedom might take a bit of getting used to. Try to stick to a daily routine and use the timetable/schedule that schools have sent home to help children keep on top of their daily learning.



4. ENCOURAGE SCREEN BREAKS AND PHYSICAL ACTIVITY AWAY FROM DEVICES

Remote learning will inevitably require more interaction with computers, laptops and tablets. Teachers will invariably advise on screen breaks; however, it doesn't hurt to keep a check on their time online or encourage them to get some fresh air/exercise.



5. ENSURE YOUR LEARNING DEVICE IS IN PUBLIC SPACE IN THE HOME

It's important to consider where your PC or laptop is placed if live video is being used. Try to keep the background neutral, with no personal information visible and move learning devices out of the bedroom as this could be deemed inappropriate.



6. IMPLEMENT SAFETY CONTROLS AND PRIVACY RESTRICTIONS ON APPS AND SOFTWARE

Dependant on how your school implements remote education, your child may be required to download certain software or apps. Whilst these are likely to be relatively safe to use, like any other new app or platform, parents should still implement safety controls as a precaution.



7. ENSURE YOUR CHILD ONLY USES OFFICIAL SCHOOL COMMUNICATION CHANNELS

It's important that all communication with teachers and school staff is directed through approved school channels, whether that be through the school's online portal or the relevant secure messaging site.



8. FAMILIARISE YOURSELF WITH RELEVANT SCHOOL POLICIES

Schools should have a policy on remote education that they can share with parents. Familiarise yourself with this and ensure you know what is expected of teachers and your child during lessons, both online and offline.



9. MAINTAIN FEEDBACK WITH TEACHERS

Engage in communication with teachers where possible, and try to feed back progress and development as well as any helpful suggestions around the learning process. Be transparent but remain professional and only use official channels to communicate.



10. MONITOR YOUR CHILD'S WELLBEING AND MENTAL HEALTH

Remote education will likely mean that your child won't get the same level of social interaction and might not see their friends for a while. Keep a check on their wellbeing and try to encourage them to get out as much as they can. Whilst learning from home might seem fun and exciting to start with, missing out on seeing their friends every day might take its toll.

