



## Preston Candover CE Primary School

### Remote learning contingency plan

#### 1. Introduction

We have not forgotten how challenging the period of remote learning was for our families and staff last year. As a school, we continue to be incredibly grateful to all our staff and families for everything that they did to keep momentum going through the most challenging of periods.

It is important to be ready for all eventualities and, as such, this contingency plan explains how the school will ensure a continuity of education in response to one of two scenarios where children may be required to learn from home. These are:

1. In the event of multiple COVID-19 cases within the school community or a local outbreak and the school is asked to close by a local health protection team or the local authority
2. In the event that a group of pupils is required to self-isolate for a period of time due to a confirmed positive case or cases of COVID-19

Whilst this contingency plan provides insight into how the different aspects of school life will be translated into online provision, we will be providing parents with more detailed and updated guidance, in due course, about the following:

- Using Google Classroom
- Remote Safeguarding
- Remote Teaching and Learning
- Remote Care and Wellbeing

#### 2. Local outbreak and full school closure

The Government guidance suggests that school-wide closure, as a result of a low number of cases within a school, is unlikely assuming the school is implementing the appropriate control measures. A local health protection team, in this case, will make the decision about school closure. Alternatively, if the virus spreads through the local community, Public Health England, the local authority or Government can restrict activities in particular locations and close individual premises, including schools. In either case that the whole school is closed, we would resume an adapted and improved version of our remote learning programme.

#### 3. Small group self-isolation

In this scenario, a smaller group - such as an individual year group 'bubble' - may be asked to self-isolate for a period of time due to a confirmed, positive case of COVID-19; in this case, relevant teaching staff will provide learning activities remotely to these children whilst the school continues to provide 'in-house' provision for those not self-isolating. The school would determine to what extent the full programme of learning and activity could be delivered based on the number of staff available to offer remote provision.

#### 4. Communication

##### Communicating closure and the resumption of remote learning

As per the guidance, should a confirmed case be identified amongst our staff or pupil body, we will communicate with the DfE and local health protection team, who will advise us on how to respond. This might be a requirement to close a particular year group 'bubble' or, if other members present symptoms and additional testing of the community results in further positive cases, they will advise on whether the school should be closed and how to communicate this with school families. Similarly, if there is a local outbreak and Public Health England, the local authority or the Department for Education feel it necessary to close schools, we will seek guidance from a local health protection team, who will support the wider communication with staff and parents. Depending on the notice period that we have, we will ensure that all community members are ready and prepared with all the necessary



information to ensure a smooth transition to our remote teaching and learning programme.

### **Ongoing communication**

In the event of whole school closure, regular updates will be shared in the head teacher's newsletters from the school to the parent-body, incorporating guidance from Public Health England and the Local Authority, and ensuring that the community is informed of any closures or changes. Alongside this, parents will continue to be able to contact individual staff members through the admin email as always. Staff will aim to respond within two school days unless it is a child protection matter, in which case it will be escalated to the Safeguarding Leads.

## **5. Safeguarding**

Safeguarding responsibilities will continue in line with our Safeguarding Policy, Hampshire's Children's Safeguarding Partnership and any Government guidance that is provided.

### **Remote safeguarding guide**

Our Addendum March 2020 Covid – 19 will be reviewed, updated and shared.

### **Online safety including cyberbullying**

Online Safety remains a top priority and especially so if we are required to deliver a remote education again. Our Online Safety and Mobile Technology Acceptable Use Policy, Model Code of Conduct for Staff and expectations for parents and pupils will continue to stand during any local outbreak scenario. Our IT subject leader will share guidance with the community, should we be faced with partial or full school closure, and teachers will keep online safety at the forefront of whole class or small group conversations, as appropriate. Parents are encouraged to consider their filtering and monitoring arrangements at home and further information and advice will be shared about how to do this.

### **Remote meetings and live learning**

These will be conducted through Google Classroom for pupils. Expectations for remote meetings and live lessons will be recapped during the first lessons as a reminder to all; staff, parent and pupil expectations have been reviewed and updated following reflection and feedback on the Summer Term's provision.

### **Sharing concerns and supporting families**

Class teachers will recap how to share concerns during any period of remote education and children will be encouraged to 'Speak Out, Stay Safe' to trusted adults as part of this process. We will continue to support all families remotely with staff continuing to be readily available to offer help and guidance, and regular contact made as needed.

## **6. Operations**

### **Critical worker provision**

The Government indicates that, should the school be required to close, it 'may involve the return to remaining open only for vulnerable children and the children of critical workers.' We expect further guidance to be released about this, in due course, and will ensure that, when it is, we are set up to accommodate and communicate this provision; the systems and organisation that was successfully operated last term, will enable us to do so quickly.

### **Technical details**

Should we be asked to close, we will return to running our teaching and learning programme through the Google Classroom platform. Each class will have an allocated classroom, through which their content is delivered, interacted with, marked and fed back. All children and staff continue to have necessary login and access arrangements, and we will be using the platform to deliver our homework programme, this year to ensure it is continually used and the skill-levels maintained.



## **7. Academic**

### **Remote live learning**

Following feedback from the Summer Term, we have increased our live sessions to include a daily, morning meeting point for all children with their teacher. This session will involve registration, a chance to answer questions and queries that the children may have about prior learning, and an introduction to the learning activities that will be taking place during the day.

In addition, every child will receive two extended small group sessions, each week, that will enable the teacher and the children to engage in bespoke learning on English and Maths activities, specific reflection and feedback on previous tasks, modelled engagement with work that the group had found challenging, opportunities for stretch and challenges tasks, or a chance for the group to work through PSHE or wellbeing activities as they might be needed.

### **Assignments**

All lesson content will be delivered through Google Assignments; these will consist of a pre-recorded teaching video and associated resources to support engagement with the set task. The length of time that an assignment should take (i.e. the video and associated activities) will be broadly in keeping with the equivalent lesson time. Assignments will be adjusted for groups and individuals to ensure that they contain the necessary support and challenge.

### **Core subjects**

Over the course of the week, class teachers will deliver daily English and Maths lessons and a weekly PSHE lesson. Grammar, reading, writing, spelling and phonics will be covered as appropriate and incorporated into English. Children will be expected to continue with their reading to further develop comprehension and language skills, and this will be directed and supported by their teacher. Computing, RE, PE, Science, Music and MFL learning will also be provided.

### **EYFS**

Weekly skills overviews highlighting Literacy, Numeracy, PSED, Understanding the World, and Expressive Art and Design intentions will be provided, alongside daily Literacy and Numeracy lessons, and learning tasks for each of the other areas. This content will provoke and invite learning, interest and creativity but families will also be given a variety of ideas that will incorporate skills into their daily routines, following the direction led by their child and using the resources available to them.

### **Additional educational support**

One-to-one or small group educational support sessions may be delivered through online sessions to pupils/groups who may benefit.

### **Marking and feedback**

Learning that is handed in by the due date (a week after it has been set) will be acknowledged as received, and targeted feedback will be given according to agreed guidelines.

### **Supervision and support**

We have not forgotten how challenging the delivery and support of remote teaching and learning was for some families; indeed, we appreciate that the dynamics in each family varies from day to day and that the level of support that is available at home will also vary. As such, staff will provide support through comments in Google classroom, in which they will respond to queries and provide ongoing support to children. Parents can contact staff through the admin email to seek guidance and to discuss any specific issues from the class teacher. The Head teacher and Inclusion Leader can also be contacted in via the usual admin email.



#### **Provision of resources**

Class teachers will send home relevant resources and equipment as appropriate to ensure that the children are able to access the learning provided.

### **8. Pastoral**

#### **Pupil wellbeing**

In the event of full or partial school closure, there will immediate support for pupil wellbeing. In addition, class teachers and other member of the senior leadership team will continue to communicate with parents via email, telephone or online call, should there be any concerns regarding pupil wellbeing, and offer support.

#### **Staff wellbeing**

Staff will stay in touch with the head teacher or their line manager and ensure that they take appropriate self-care e.g. screen time breaks and follow safeguarding guidance and related policies e.g. Online safety and code of conduct.