

## Witley Church of England Infant school Contingency Plan for Remote Learning



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| <p><b>Introduction</b></p>  | <p>At Witley Church of England Infant school, our aim is the safety and wellbeing of our pupils, staff parents and carers. We recognise the need for continuity of education, routine and certainty for our pupils and parents. We will take all steps possible to keep school open, whilst having robust contingency plans to enable education to continue for individuals, groups of pupils, year groups or for a temporary school closure in the case of a local outbreak.</p> <ul style="list-style-type: none"> <li>• In the circumstances outlined above learning will continue on-line through Google classroom. For some families physical resources and personalised support will be provided to use them.</li> <li>• In the unfortunate circumstances of the member of staff being unable to prepare and deliver the lessons as outlined in this plan the children should use the year group appropriate Oak Academy daily offering of 3 lessons. Whilst they will not necessarily follow the teacher’s intended sequence of lessons they will provide opportunities for children to continue with age appropriate learning whilst not at school.</li> </ul> <p>Reception <a href="https://classroom.thenational.academy/schedule-by-year/reception">https://classroom.thenational.academy/schedule-by-year/reception</a><br/> Year 1 <a href="https://classroom.thenational.academy/schedule-by-year/year-1">https://classroom.thenational.academy/schedule-by-year/year-1</a><br/> Year 2 <a href="https://classroom.thenational.academy/schedule-by-year/year-2">https://classroom.thenational.academy/schedule-by-year/year-2</a></p> <ul style="list-style-type: none"> <li>• At Witley Infant school, we will endeavour to provide lessons in English, Maths daily and weekly one RE, Humanities lesson and one story time.</li> </ul> |
| <p><b>To enable teaching and learning to continue as effectively as possible during the need for remote learning:</b></p> | <ul style="list-style-type: none"> <li>• We will make daily contact with parents via Google Classroom. This could be in the form of a typed message or a short, pre-recorded video.</li> <li>• We will sometimes use live lessons where appropriate but we will provide frequent and clear explanations of new content using high quality resources and pre-recorded videos.</li> <li>• We will monitor the Google Classroom messages to ensure families are called regularly and any issues are followed up</li> <li>• We will monitor the engagement and achievement of pupils learning</li> <li>• We will communicate regularly with families through Google classroom, Weekly Newsletters</li> <li>• Our staff will make contact with parents as required</li> </ul>   |
| <p><b>Our staff will:</b></p>   | <ul style="list-style-type: none"> <li>• Our staff will aim for the provision to be available within 24 hours of the school or bubble closure</li> <li>• We will provide a weekly timetable for pupils for the duration of the closure</li> <li>• Daily learning activities and tasks will be shared on the website in the children’s classroom area</li> <li>• We will provide feedback to pupils in line with our feedback and marking policy</li> <li>• Contact and talk to each pupil once a week</li> </ul>   |

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| <b>Our pupils/students will be expected to:</b> | <ul style="list-style-type: none"> <li>• Log on and attend each morning</li> <li>• Watch all of the learning videos/join any remote live learning sessions, taking a full and active part in them</li> <li>• Children will be expected to follow instructions as directed by the class teacher</li> <li>• Complete the learning set by their teacher each day and upload their learning as requested by the teacher – photograph/video</li> <li>• Use online resources such as , Phonics Play, Oxford reading tree, Mathletics and any other resources provided by the school</li> </ul>  |
| <b>Parents are responsible for:</b>             | <ul style="list-style-type: none"> <li>• Provision of a conducive learning space</li> <li>• Set a clear routine with each child using the timetable and the daily learning set</li> <li>• Read all communications sent from the school to ensure they are fully aware and up to date with news.</li> <li>• Support their children to complete all of the learning set</li> <li>• Liaise with school staff and seek support on behalf of their child when needed, with class teacher via google classroom</li> <li>• Provide access to the learning offered for their children</li> <li>• Support their children by emailing the teacher pictures of completed work for assessment and feedback</li> </ul> |
| <b>How to access work</b>                       | <ul style="list-style-type: none"> <li>• With parental support children will log onto Google classroom</li> <li>• Children will have resources, instructions web links etc on their google classroom area</li> <li>• Children will use the hand in tool when asked to submit tasks</li> <li>• Teachers will contact children where physical resources or technology is required</li> </ul>  |
| <b>Vulnerable and Key Workers</b>               | <ul style="list-style-type: none"> <li>• Vulnerable pupils will be brought into school based bubbles where necessary</li> <li>• Key workers children to be brought into school bubbles</li> <li>• The size of bubbles to be determined by the numbers of pupils needing this provision and being supervised by a rostered teacher and additional adult.</li> <li>• The activities to be accessed to be those provided by the class teacher</li> </ul>   |
| <b>Communication</b>                            | <ul style="list-style-type: none"> <li>• School will send a parent mail to all parents informing them of the necessity of a partial or full closure dependent on bubble closures, local or national directives</li> <li>• The weekly newsletter will continue</li> <li>• Class teachers will usually contact children through the Google classroom portal</li> <li>• Class teachers will contact individual parents where necessary by phone or email</li> <li>• All governors will be in receipt of the communications to parents</li> </ul>   |