

# Hawkhurst C.E.Primary

## Remote Learning Framework Action Plan

This was taken from the DFE Remote Learning Guidance and Template.

We have made it into an Action Plan to ensure we are delivering what our children deserve.

## Hawkhurst Church of England Primary School

<p><b>Remote education plan:</b></p> <p>There is a plan in place for remote education and the Headteacher has overarching responsibility for the quality and delivery of remote education, including that provision meets expectations for remote education.</p> <p>The plan is underpinned by high expectations to provide the quality delivery of a planned curriculum for all (including vulnerable children and children with SEND), which is aligned as close as possible to the in-school curriculum.</p>	<p>All year groups will email their weekly timetable directly to parents along with all the links for virtual meetings, teaching videos, slides and worksheets. Work packs will be available for those children that cannot access the internet or do not have any devices at home.</p> <p>All children in school will be taught the same curriculum as the children at home.</p> <p>SEND pupils to be given differentiated work if they cannot access the work the rest of the year group are doing.</p>	<p><b>To help develop your remote education plan:</b></p> <p>Oak Academy</p> <p>White Rose Maths</p> <p>Zoom</p> <p>Teams Learning Platform</p> <p>Spelling Shed</p> <p>BBC Bitesize</p>
<p><b>Communication</b></p> <p>Governors, staff, parents and carers are aware of the school's approach and arrangements for remote education.</p>	<p>All governors, staff, parents and carers are aware of our approach and arrangements for remote learning.</p>	<p>Regular communication and updates are provided with any changes to the provision.</p> <p>Regular phone calls by the Class Teacher or FLO</p> <p>Whole school letters sent regularly</p> <p>SENCo to communicate with children with SEND</p>

		Fegans Counselling to continue via Zoom
<p><b>Monitoring and evaluating</b></p> <p>The school has systems in place to monitor the impact of remote education. This includes:</p> <ul style="list-style-type: none"> <li>• understanding the impact on staff workload and how to mitigate against it</li> <li>• staffing changes</li> <li>• having access to appropriate management information (such as staff and pupil sickness and absence data) to help the school respond to changing contexts</li> </ul>	<p>The school has systems in place to monitor the impact of remote education.</p> <p>All staff in school for 4 days a week. Key worker children and vulnerable pupils are in single year bubbles and each bubble has a teacher and a TA. Teaching Assistants support children in class whilst class teachers are leading remote learning.</p> <p>All staff are aware that they can email/call JH if workload is a problem.</p> <p>JH to be made aware of any staff changes needed.</p>	<p>Timetable in place in place</p> <p>Regular communication with staff</p> <p>BS working on attendance at home</p>

<p><b>Home environment</b></p> <p>The school is aware of the learning environment in the home and works with parents and families to understand and ensure that pupils will be able to access education at home.</p> <p>The school supports pupils on how to self-regulate during remote education, including:</p> <ul style="list-style-type: none"> <li>• understanding their strengths and weaknesses to improve their learning</li> <li>• how to learn from home</li> <li>• how to manage their time during periods of isolation</li> </ul>	<p>Hawkhurst C.E. Primary School has adapted our remote education provision depending on pupil's home environment.</p> <p>Pupils who might lack digital access to support the remote education provision will be supported by school by providing them with a laptop.</p>	<p>Laptops to be supplied to families</p> <p>Data to be supplied to families</p> <p>Regular phone calls in order to support children understand their strengths and weaknesses in order to improve learning</p>
<p><b>Laptops, tablets and internet access</b></p> <p>Where digital approaches are used, leaders are aware of any limitations to access to the internet, and suitable devices, for pupils which impact on remote education provision. Leaders have made suitable alternative arrangements to minimise the impact of these limitations, by providing pupils with devices or ensuring appropriate offline provision where pupils without access are considered vulnerable and are expected to come into school.</p>	<p>School is making suitable alternative arrangements to minimise the impact on remote learning.</p>	<p>A list has been created for children that need to loan a laptop</p> <p>Phone calls home by the HT / class teacher / FLO if children are not engaging in zoom calls and if work is not being submitted.</p>

<p><b>Supporting children with additional needs</b></p> <p>Children and young people with high needs, including disadvantaged pupils, SEND and vulnerable pupils, have the right structures and provision in place to help remote education.</p> <p>This includes guidance for parents and carers on how to effectively support remote education, and ensuring pupils have access to the right hardware and software to support their needs.</p>	<p>Children with IEP's in mainstream will be receiving differentiated work if they are unable to access the work that has been set for the rest of the class.</p>	<p>Oak National Academy provides resources for teachers to support children with additional needs.</p> <p>NP/KP are communicating with SEND parents.</p> <p>Individual learning packs are being put together and given to pupils with an EHCP.</p>
<p><b>Monitoring engagement</b></p> <p>The school has systems for checking whether pupils are engaging with their work, and informs parents and carers immediately where engagement is a concern.</p>	<p>School checks weekly whether pupils are engaging with their work and will inform parents and carers immediately where engagement is a concern</p> <p>Each year group provides feedback to the children either on Seesaw or through returning work packs</p>	<p>TA's to make weekly phone calls to check any concerns around work.</p> <p>Parents are aware they can contact staff in school at any time if need be.</p>

<p><b>Minimum provision</b></p> <p>School sets work that is of equivalent length to the core teaching pupils would receive in school in an appropriate range of subjects, and as a minimum:</p> <ul style="list-style-type: none"> <li>• Key stage 1: 3 hours a day, on average, across the school cohort, with less for younger children</li> <li>• Key stage 2: 4 hours a day</li> <li>• Key stages 3 and 4: 5 hours a day</li> </ul>	<p>All pupils in school and at home will receive their appropriate length of lessons and a range of subjects</p>	<p>Staff are aware of remote education expectations from the government</p>
<p><b>Curriculum planning</b></p> <p>The school has a clear, well-sequenced curriculum that supports pupils both in class and remotely.</p> <p>This could include a remote curriculum that is identical to the one taught in class, one that is similar but adapted or one that is completely different.</p>	<p>School has a clear, well sequenced curriculum for pupils in class and those working remotely.</p> <p>The remote curriculum is very similar to the one taught in class</p>	<p>Oak Academy</p> <p>White Rose Maths</p> <p>Spelling Shed</p> <p>Power of Reading</p> <p>Empiribox</p>
<p><b>Curriculum delivery</b></p> <p>The school has a system in place to support remote education, using curriculum-aligned, resources.</p> <p>Where remote education is taking place, it should include recorded or live, direct</p>	<p>The school has a good system in place to support our remote learning.</p> <p>Our remote learning includes recorded lessons, direct teaching time from other educational</p>	<p>Oak National Academy provides resources and guidance on how to map resources to a school's existing curriculum.</p> <p>Live lessons</p>

<p>teaching time from the school or other educational providers (such as Oak National Academy), and time given for pupils to complete tasks and assignments independently.</p> <p>The school uses a digital platform to support effective communication and accessibility for all pupils, including those with SEND.</p>	<p>providers and time for children to complete the tasks.</p> <p>School is using their own systems to support effective communication and accessibility for all pupils.</p>	<p>White Rose Maths video's</p> <p>Story time by our teachers</p> <p>Video teaching via Teams</p>
<p><b>Assessment and feedback</b></p> <p>The school has a plan in place to gauge how well all pupils are progressing through the curriculum using questions and other suitable tasks.</p> <p>The school provides feedback, at least weekly, using digitally-facilitated or whole-class feedback where appropriate.</p>	<p>The school has a good plan in place to gauge how well all pupils are progressing. The school provides feedback, at least weekly.</p>	<p>Regular phone calls and emails</p> <p>Feedback to the children</p> <p>Written feedback to children through marking their work packs/jotters</p>
<p><b>Effective practice</b></p> <p>Senior leaders are aware of all the guidance and ensure wider teaching/school staff are aware of (and how to access) resources available to support remote teaching.</p>	<p>Teaching staff are aware of resources available to support remote learning</p>	<p>GOV.UK provides a good practice guide to support schools in their delivery of remote education.</p>

<p><b>Staff capability</b></p> <p>Staff have access to the digital resources and tools (for example, textbooks, workbooks, platforms, devices and internet) they need to teach and support pupils remotely.</p> <p>Where used, staff have the appropriate training and support to use digital tools and resources, including how to ensure they are accessible for pupils with SEND.</p> <p>Where possible, the training provided is sustained and iterative to ensure staff continue to support effective teaching practice remotely.</p>	<p>Staff have access to the digital resources and tools that we need to teach and support pupils remotely.</p> <p>Staff have had some training in order to support the use of digital tools and resources.</p> <p>Staff who feel confident are able to use digital resources e.g TEAMS</p>	
<p><b>Strategic partnerships</b></p> <p>The school is sharing best practice and making best use of capacity across schools to address any known gaps.</p>	<p>Collaboration with other schools in the Quad</p>	

<p><b>Realistic expectations of pupils, parents and carers</b></p> <p>Parents and carers have clear guidance on how to support pupils at home, and how this is aligned to the remote education information required to be published on the school's website.</p> <p>Pupils understand the expectations on how many hours they should be learning and how to participate in remote education (for example, how to submit assignments).</p>	<p>Parents and carers have clear guidance on how to support pupils at home. Those that struggle are able to contact school at any time and have direct access to teachers via email.</p> <p>Children understand how they can participate in remote learning.</p>	<p>Calls home</p> <p>School website to be updated regularly.</p> <p>Office staff to pass on any messages to class teachers.</p>
<p><b>School community events</b></p> <p>Pupils are given regular opportunities to attend and participate in shared, interactive lessons and activities to maintain a sense of community and belonging, especially disadvantaged and SEND pupils.</p>	<p>Wellbeing Week</p> <p>Assembly links</p>	
<p><b>Ensuring safety</b></p> <p>There are clear safeguarding protocols in place to ensure pupils are safe during remote education. It is essential to have and communicate clear reporting routes so that children, teachers, parents and carers can</p>	<p>Parents and carers are able to raise any safeguarding concerns at any time.</p> <p>School has clear safeguarding protocols in place to ensure pupils are safe.</p>	<p>Regular phone calls</p> <p>Calls to the office</p> <p>Good communication with staff in school</p>

raise any safeguarding concerns in relation to remote education.	School has clear reporting routes so that children, teachers, parents and carers can raise any safeguarding concerns.	"My Concern" logs
<b>Online safety</b> If the school chooses to provide remote education using live streaming and pre-recorded videos, teachers understand how to keep children safe whilst they are online.	Online safety has been taught in school	
<b>Wellbeing</b> Leaders, teachers and pupils are aware of how to spot potential wellbeing or mental health issues and how to respond.  There are regular catch ups with pupils, one to one particularly for those that are most vulnerable.	Staff are aware of potential wellbeing problems. They are aware to let the HT/DSL know if there are any problems around wellbeing or mental health.	Phone calls home  Good communication  KP to call the most vulnerable once a week
<b>Data management</b> The school has appropriate data management systems in place which comply		

with the General Data Protection Regulation (GDPR).		
<p><b>Behaviour and attitude</b></p> <p>There are clear rules for behaviour during remote lessons and activities. Pupils know them and teachers monitor and enforce them.</p>	<p>Same rules apply as when we teach the children in school. Staff to make parents aware about any inappropriate behaviour.</p>	