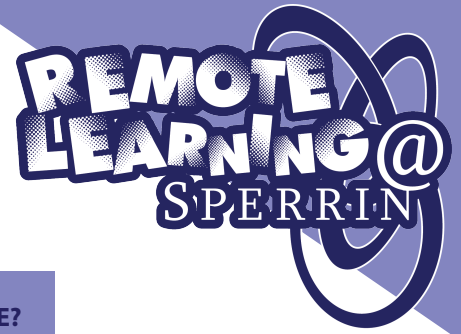


# REMOTE LEARNING POLICY

## SUMMARY



### WHAT IS REMOTE LEARNING AND WHEN IS IT USED AT SPERRIN COLLEGE?

Remote learning is a digital learning platform, such as '*Google Classroom*', which facilitates pupil learning in a virtual environment outside of the classroom. It is **used in the event of a partial or full school closure and when individual or small groups of pupils are self-isolating**. It may **also support normal learning practices** to upskill learners in advance of these scenarios and to prepare them for further education, university, and the world of work. It is not used to provide work in cases of normal illness.

### WHAT IS THE ROLE OF THE TEACHERS?

- Upskill learners whilst in school to prepare them for the possibility of independent, remote learning.
- Conduct phone calls home during prolonged periods of school closure.
- Maintain their Google Classrooms in line with the school's recommended '*Best Practice in Remote Learning*' and ensure that the instructional quality of the classrooms reflects effective practice in learning and teaching.
- **Set regular work for pupils and provide group or individual feedback** on more substantial tasks.
- If choosing to use 'Google Meet' or 'Screen Casting' with pupils, adhere to the protocols outlined in the school's safeguarding policies.

### WHAT PART DO LEARNING SUPPORT ASSISTANTS PLAY?

- In the event of a prolonged period of closure, the LSA will contact pupils under their care and report to the SENCO any issues that require follow-up.

### WHAT ARE THE IMPORTANT POINTS FOR PUPILS TO UNDERSTAND?

- **Maintain a structure to the day** and endeavour to **submit work on the due date** and, as far as possible, during normal working hours, trying to follow their normal timetable.
- Ensure that **communications with teachers and other pupils are respectful** and in line with the high standards of conduct expected.
- Whilst being mindful that teachers may not see private comments submitted after due dates, inform teachers of any issues with your learning.
- **Read instructions and success criteria carefully** and act on feedback given by teachers.
- Follow the protocols for 'Google Meets' as outlined during Learning Tutor lessons and in the school's Remote Learning Policy.

### WHAT ARE THE IMPORTANT POINTS FOR PARENTS TO KNOW?

- Help support your child to maintain a structure to their day and motivate them to complete work set in a timely manner, during normal working hours (where possible).
- Make the school aware (via email) if your child is unable to complete work (this may be due to illness or another issue such as access difficulties).
- In-line with school safeguarding procedures and GDPR, do not join Google Classrooms. Use normal protocols for contacting school staff such as telephone or the school's generic info email account.

### WHAT SHOULD PUPILS DO IF THEY EXPERIENCE TECHNICAL DIFFICULTIES?

- Check the online learning section of the school website for video support and solutions to common problems or complete a technical support form and a member of staff will contact you as soon as possible.