

Glade Hill Primary and Nursery School

Remote Education Strategy Plan



It is our aim for all children to be in school, however there may be some circumstances (locally or nationally) that may require school to close for short periods of time, and this remote education strategy plan outlines how we will provide continuous education to all children in a variety of scenarios.

This strategy plan is to be read in conjunction with the following:

- The school's Business Continuity Plan
- Safeguarding and Child Protection Policy
- GDPR (Data Protection) Policy
- Digital Safety Policy

Certain scenarios may result in a larger number of pupils having to be educated at home. We will always be guided by the local authority in these circumstances and our local health protection team.

In the event of a local or national lockdown, we will follow the Government's guidance at that time.

In whatever scenario we would ask parents to stay in touch with school. The communication plan attached at the back of this document outlines which methods of communication are available to parents.

We reserve the right to make any changes to the following plans if Government or Local guidance changes.

Main contact details:

Tell: 0115 9150298

Email: admin@gladehill.nottingham.sch.uk

Website: www.gladehill.nottingham.sch.uk

Remote Education Strategy Plan: January 2025

Scenario: Individual child advised not to attend school by LA or Health agency

Roles and responsibilities:	Home learning and Curriculum	Wellbeing and Communication
Office staff	<ul style="list-style-type: none"> Re-send codes to parents/ carers for all online learning platforms 	<ul style="list-style-type: none"> Inform class teachers of any children advised not to attend school by LA or Health agency Inform parents/ carers that work will be emailed to them Ensure all families receive FSM vouchers that require them If a child is unwell, will make contact at the end of the first week of illness to assess whether the child is well enough to access remote learning
Class teacher	<ul style="list-style-type: none"> Email home learning to parents/ carers using class email. Provide other useful links to websites to support home learning <p>Home learning could include:</p> <ul style="list-style-type: none"> - An English task - A maths task - A wider curriculum task <p>These tasks will mirror the learning happening in the classroom that week and be adapted for learning at home as needed.</p>	<ul style="list-style-type: none"> Check class emails and respond to parent emails during school hours (8am – 4pm, Mon-Fri) Weekly check of MyMaths and Purple Mash to mark and respond to the children’s work Email any updated home learning or additional resources needed as the week progresses
Teaching Assistant	<ul style="list-style-type: none"> Prepare home learning packs for pupils who don’t have access to digital devices. 	<ul style="list-style-type: none"> For longer term absences, carry out a weekly phone call checking on the wellbeing of the child and to hear them read or discuss the book they are currently reading
Parent/ Carer	<ul style="list-style-type: none"> Check emails for the home learning set and support children as much as possible to meet the learning intentions Discuss internet and digital safety with your child, monitoring and ensuring that they use their digital device for home learning safely 	<ul style="list-style-type: none"> Use class email to contact the class teacher to ask any questions about home learning and to discuss your child’s health and wellbeing. If advised not to be in school for a longer period, please contact the class teacher to ask for more work if needed Submit photos or attach electronic copies of your child’s home learning weekly to the class email Hi5 teachers’ messages on Marvellous Me so we know you have received them Phone the school office to inform of any child’s sickness and thus inability to complete any home learning set
Pupil	<ul style="list-style-type: none"> Complete the home learning tasks set by the class teacher 	

- Continue to read to an adult at least three times a week, either their reading book, or another book/ digital text
- Follow digital safety advice when using devices at home and inform parents/ carers of any issues

If the child is at home due to illness and is too unwell to access learning, office staff will maintain contact with the child and inform teaching staff when they are well enough to access home learning. All other methods of communication will remain the same.

Scenario:

Group or class of children advised not to attend school by LA or Health agency

Roles and responsibilities:	Home learning and Curriculum	Wellbeing and Communication
Office staff	<ul style="list-style-type: none"> • Re-send codes to all parents/ carers for all online learning platforms • Email home learning to all parents/ carers using Arbor 'mailmerge' email 	<ul style="list-style-type: none"> • Inform parents/ carers that work will be emailed to them • Ensure all families receive FSM vouchers that require them • If a child is unwell, will make contact at the end of the first week of illness to assess whether the child is well enough to access remote learning • Email class 'zoom' or Teams call invite to parents and carers
Class teacher	<ul style="list-style-type: none"> • Provide other useful links to websites to support home learning <p>Home learning could include:</p> <ul style="list-style-type: none"> - A daily English task - A daily maths task - 3 wider curriculum tasks per week - PSHE and wellbeing activities - Picture News resource and activity <p>These tasks will mirror the learning that would have been happening in the classroom that week and be adapted for learning at home as needed.</p>	<ul style="list-style-type: none"> • Check class emails and respond to parent emails during school hours (8am – 4pm, Mon-Fri) • Weekly check of MyMaths and Purple Mash to mark and respond to the children's work • Email any updated home learning or additional resources needed as the week progresses • Set up weekly class 'zoom' or Teams call to check in with class and send invite links to school office staff to email to parents
Teaching Assistant	<ul style="list-style-type: none"> • Prepare home learning packs for pupils who don't have access to digital devices. 	<ul style="list-style-type: none"> • For longer term absences, carry out a weekly phone call checking on the wellbeing of the child and to hear them read or discuss the book they are currently reading • Attend weekly class 'zoom' or Teams call
Parent	<ul style="list-style-type: none"> • Check emails for the home learning set and support children as much as possible to meet the learning intention 	<ul style="list-style-type: none"> • Use class email to contact the class teacher to ask any questions about home learning and to discuss child's wellbeing

	<ul style="list-style-type: none"> Discuss internet and digital safety with your child, monitoring and ensuring that they use their digital device for home learning safely 	<ul style="list-style-type: none"> Submit photos or attach electronic copies of your child's home learning weekly to the class email Hi5 teachers' messages on Marvellous Me so we know you have received them Phone the school office to inform of any child's sickness and thus inability to complete any home learning set
Pupil	<ul style="list-style-type: none"> Complete the daily tasks set by the class teacher Continue to read to an adult at least three times a week, either their reading book, or another book/ digital text Follow digital safety advice when using devices at home and inform parents/ carers of any issues 	<ul style="list-style-type: none"> Attend Class 'zoom' or Teams call (20-30mins) to discuss questions relating to home learning tasks and to provide a chance for children to see each other and their teacher and TA

If the class is closed due to staff illness, or if the teacher becomes unwell, the year group teaching partner or other member of SLT will provide the children's home learning. All other methods of communication will remain the same.

Scenario:

Whole school closure

Roles and responsibilities:	Home learning and Curriculum	Wellbeing and Communication
Office staff	<ul style="list-style-type: none"> Re-send codes to all parents/ carers for all online learning platforms Email parents/ carers to inform them that work will be add to the school website 'class pages' 	<ul style="list-style-type: none"> Email parents/ carers to inform them that work will be add to the school website 'class pages' Ensure all families receive FSM vouchers that require them If a child is unwell, will make contact at the end of the first week of illness to assess whether the child is well enough to access remote learning Email class 'zoom' or Teams call invite to parents and carers
Class teacher	<ul style="list-style-type: none"> Update class webpage with the next week's learning by 4pm on a Friday, including all lesson resources, links and videos Provide modelled lessons through videos, photos of modelled writing or other wider curriculum work Provide other useful links to websites to support home learning <p>Home learning will include:</p> <ul style="list-style-type: none"> - A daily English task - A daily reading task - A daily phonics task for Reception and Y1 - A daily maths task 	<ul style="list-style-type: none"> Send Marvellous Me badges to individual children who have sent work in via class email Daily check of class emails and respond to parent emails during school hours (8am – 4pm, Mon-Fri) Daily check of MyMaths and Purple Mash to mark and respond to the children's work Update home learning subpages with any additional resources needed and update the class home learning gallery

	<ul style="list-style-type: none"> - A minimum of 3 wider curriculum tasks - PSHE and well-being activities - Picture News activity - An optional creative project based upon the wider curriculum subjects/ class novel being studied/ current topic 	
Teaching Assistant	<ul style="list-style-type: none"> • Prepare home learning packs for pupils who don't have access to digital devices. 	<ul style="list-style-type: none"> • Phone calls checking on the wellbeing and learning of any children identified as not engaging with home learning
Parent	<ul style="list-style-type: none"> • Check class webpage for the home learning set and support children as much as possible to meet the learning intention • Discuss internet and digital safety with your child, monitoring and ensuring that they use their digital device for home learning safely 	<ul style="list-style-type: none"> • Use class email to contact the class teacher to ask any questions about home learning and to discuss child's wellbeing • Submit photos or attach electronic copies of your child's home learning weekly to the class email • Hi5 teachers' messages on Marvellous Me so we know you have received them • Phone the school office to inform of any child's sickness and thus inability to complete any home learning set
Pupil	<ul style="list-style-type: none"> • Complete the daily tasks set by the class teacher • Continue to read to an adult at least three times a week, either their reading book, or another book/ digital text • Follow digital safety advice when using devices at home and inform parents/ carers of any issues 	<ul style="list-style-type: none"> • Attend Class 'zoom' or Teams call (20-30mins) to discuss questions relating to home learning tasks and to provide a chance for children to see each other and their teacher and TA

If the class teacher is unwell, the year group teaching partner or other member of SLT will provide the children's home learning. All other methods of communication will remain the same.

Additional Information for Parents and Carers:

Scenario: Whole school closure

This information is intended to provide clarity and transparency to pupils and parents or carers about what to expect from remote education where national or local restrictions require entire cohorts to remain at home.

Remote education provision:

What should my child expect from immediate remote education in the first day or two of pupils being sent home?

The first day or two of being educated remotely might look different to our standard approach (outlined on the previous pages), while we take all necessary actions to prepare for a longer period of remote teaching. There will be a range of learning tasks added to the class webpages as quickly as possible, but these may be added to as the days progress. Our full remote education offer should start with the first full week of school closure.

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 aim to provide the same curriculum remotely as we do in school wherever possible and appropriate. However, we have needed to make some adaptations in how children record their learning using our online platforms such as Purple Mash to record their writing, allowing for teachers to provide children with feedback.

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 watching recorded lessons, attending Zoom calls and completing independent work) will take children roughly the following numbers of hours each day (as recommended by the Government):

Key Stage 1: 3 hours a day (with less for younger children)

Key Stage 2: 4 hours a day

Please ensure you check your child's independent work before they submit it online to ensure they have completed the task fully, and have followed all the instructions given.

Accessing remote education:

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

At the start of the week, please visit the class web page for an outline of, and all the details of that week's learning. Here you will find instructions on what to do, supportive materials and recorded lessons or videos.

Once you have accessed this, head over to our online learning platforms to complete the work. We use: (links to these are on the following pages)

Purple Mash – for English and wider curriculum tasks

MyMaths, White Rose Maths and Tackling Tables – for maths tasks

We will also provide links to other webpages which may be used for the learning that week, on the class webpage, such as Oak National Academy, BBC Bitesize and many more.

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:

- We may send a digital devices survey out to find out which families do/do not have devices and internet access in order to support those who don't.
- Please start by contacting school, either through the class email or via the school office, to let us know your child doesn't have access to a device or internet connection, or your circumstances since filling in the survey last time have changed.
- We will provide you with a paper pack of remote education for your child to complete each week. Please collect this from the school office on a Monday after 10am.
- We have a limited supply of laptops and tablets which we can loan out to families to enable children to get online to do their home learning. Please notify us if this would be beneficial for your children and we will let you know when one becomes available. We aim to provide the older pupils with a laptop, and younger pupils with a tablet.
- When loaning a school device, you will be asked to sign a contract which explains the terms of use. These devices will need to be used solely for remote education purposes and returned to school at the end of the school closure.
- If you experience any issues with remote education, please contact class teachers in the first instance, who will be able to guide you through and support you to access it.

How will my child be taught remotely?

We will outline all of the remote education each week on our class webpages, and children can complete this on our online platforms, on paper, or in workbooks provided.

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

- Recorded teaching (for example teachers recording videos, recording PowerPoints or providing voice overs on work set on Purple Mash, or recorded lessons on the Oak National Academy website.)
- Zoom or Teams calls each week to outline the learning, feedback on the learning and provide technical support where needed.
- CGP text books to complete for Reading or phonics (depending on the age of your child).
- Commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences.
- Creative projects or subject research projects which can be done over a longer period of time.

Engagement and feedback:

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

Pupils:

- We expect children to complete their remote education daily, to the best of their ability.
- We expect them to SPARKLE in all the work they submit to teachers, ensuring it is to the quality that they would achieve at school.
- We expect them to complete all the work for all subjects, especially English and maths. Some activities may be listed as 'extra work' or 'optional' and in this case children can decide whether to complete the task.
- We expect them to either read the instructions provided for the task, watch the support videos or listen to the voice-overs recorded by the staff to help them understand what they have got to do.

Parents and carers:

- We expect parents and carers to support their children with remote education by reading the class webpage daily with their child to make sure they understand what is being asked of them, and help them log onto the

online learning platforms. From this we advise parents to plan out the day with their child, deciding on when the child will complete the work, and where children will get to have a break, just like the daily timetables we have at school.

- We would like parents and carers to check the children's independent work before the child saves and submits it to the teacher, to ensure it fully meets the instructions outlined.

- We encourage parents to share their child's learning with us by sending in photos of the children working and of their work. Photos sent to us will be uploaded to the class webpages weekly so that children and parents can view what other children have been learning, creating or completing.

- We ask parents and carers to support children with their remote education by providing a quiet and organised space for children to work every day. Somewhere to keep their pencil case, paper and device. Maybe in a quiet corner of a room, or dedicated learning space at the dining room table.

- We understand that many parents will be trying to juggle supporting their children with remote education as well as working themselves, so we ask that when they get the chance, they check in with their child's learning to check how they are doing and offer support and guidance where needed. If you are a working parent and find supporting your child difficult, don't worry, teachers will be providing written feedback to pupils on our learning platforms to help them with their work – just let us know and we will provide the extra support where we can.

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

Teachers and TAs will be checking engagement with home learning regularly. They will check the children's work, mark it and leave comments where appropriate. They will also look at the work you send in via email and reply with any necessary comments to support their learning. Teachers will keep a record of this engagement to monitor engagement levels throughout the lockdown.

If there are concerns with your child's level of engagement, the class teaching assistant will make contact with you over the phone to elicit how they can best support your child with their remote education. They can talk to the child and talk them through any work, and even hear them read.

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. Our approach to feeding back on pupil work is as follows:

- Work marked automatically on MyMaths which provides instant feedback to pupils.
- Written comments on online work submitted on Purple Mash and MyMaths.
- Verbal feedback during Zoom or Teams calls to share whole class feedback (successes and tackling any misconceptions).
- Teacher reply to work submitted through email.
- Teacher comments sent through badges or messages on Marvellous Me.

Teachers will provide feedback weekly, as and when work is submitted and requires a written response. All other feedback will be whole class verbally (twice a week over Zoom) or in individual emails to parents when needed.

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:

- Class teachers provide adapted work matched to the needs and abilities of the learner.
- Alternative work will be sent home to SEND learners who do not have access to a device or internet connection in order to access their work. This will be in the form of paper-based packs of learning, as well as other suitable resources to enable children to access their education and practice key skills.
- Some SEND learners will have paper learning packs adapted for any individual needs e.g. visual impairments.
- Practical resources and equipment can be provided to support children with additional needs e.g. maths manipulatives, sensory resources e.g. playdough and learning games.

- Additional phone calls from class teachers and teaching assistants to check-in with parents and offer support.
- Supporting families with accessing therapeutic services from home e.g. physiotherapy, Speech and Language Therapy and Occupational Therapy.
- Signposting families to additional support including health, mental health and well-being and parent support groups.
- Teachers will discuss any extra support needed for SEND pupils with the SENDco. Please notify your child's teacher if you require any further support.

Remote education for individual pupils advised not to attend school:

If my child is not in school because they have been advised not to attend, how will their remote education differ from the approaches described above?

Please see Scenario 1 of this document to see the plan for this situation.

If your child is advised not to attend school for a lengthy period, and is well, do not hesitate to contact your child's teacher or the school office to ask for additional remote education if needed.

Website and online resources to support your child with home learning

PurpleMash

[CLICK HERE](#)

Children have their own personal login to access their learning

EYFS – Y6



MyMaths

[CLICK HERE](#)

Children have their own personal login to access their learning

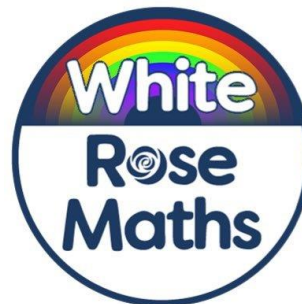
Y1 – Y6



White Rose Maths

[CLICK HERE](#)

Resources to support maths home learning



Oak National Academy

[CLICK HERE](#)

No login details required



OAK
NATIONAL
ACADEMY

Letters and Sounds Phonics Videos

[CLICK HERE](#)

Daily phonics video lessons



Oxford Owl

[CLICK HERE](#)

Free e-books to read with your children



BBC Bitesize

[CLICK HERE](#)

Lots of resources provided for home learning for all ages



National Literacy Trust

[CLICK HERE](#)

Learn and play with words in the Words for Life section. Support and activities for children of all ages



CEOP Education

[Parents and carers | CEOP Education](#)

Internet safety activities for children, as well as support for parents



Glade Hill Communication Plan

Communication:	Used for:	What do I need to do?
<p style="text-align: center;">School Website</p> 	<p>This will regularly be updated with key information, newsletters and home learning on the class pages.</p>	<p>Check your child's class page often.</p>
<p style="text-align: center;">Email</p> 	<p>School admin email and Arbor app: Used to send out newsletters and letters, and used to communicate in an emergency/ for school closure.</p> <hr/> <p>Class email: In an event of a school the office will email you through your child's class email address that will be used to communicate with you.</p>	<p>Ensure you have the Arbor app, ensure the school office have your correct email address, update on the Arbor app if needed and check your emails/ in-app messages often.</p> <hr/> <p>In an event of a school, check your emails weekly, and send in any photos or electronic home learning to the class teacher.</p>
<p style="text-align: center;">Text messages</p> 	<p>Urgent messages or reminders from the office.</p>	<p>Please ensure your phone number is always kept up to date with the office and in the Arbor app.</p>
<p style="text-align: center;">Marvellous me</p> 	<p>Positive messages/ praise about the children's learning. Also used to send messages about learning and reminders from the class teacher.</p>	<p>Please ensure you have registered your account using the code provided by the office.</p>
<p style="text-align: center;">X/ Twitter</p> 	<p>We celebrate the children's learning through our school Twitter page @gladehillschool</p>	<p>A personal Twitter account is required for this, but then please follow our page and check regularly for interesting updates.</p>
<p style="text-align: center;">Tapestry</p> 	<p>EYFS: An online learning journal where staff and families can share children's learning.</p>	<p>You can upload photos and comments of your child's learning at home to share with school.</p>
<p style="text-align: center;">Zoom</p> 	<p>Class video calls to discuss home learning and to communicate with their peers and class teacher.</p>	<p>Check emails regularly for Zoom meeting login details. Provide your child with a device that they can access Zoom calls on at the arranged time.</p>

Class Emails

EYFS:	Amazing Acorns	<u>acorns@gladehill.nottingham.sch.uk</u>
Year 1	Brilliant Beeches	<u>beeches@gladehill.nottingham.sch.uk</u>
	Brilliant Bonsais	<u>bonsais@gladehill.nottingham.sch.uk</u>
Year 2	Wonderful Willows	<u>willows@gladehill.nottingham.sch.uk</u>
	Wonderful Wisterias	<u>wisterias@gladehill.nottingham.sch.uk</u>
Year 3	Fantastic Firs	<u>firs@gladehill.nottingham.sch.uk</u>
	Fantastic Ferns	<u>ferns@gladehill.nottingham.sch.uk</u>
Year 4	Outstanding Oaks	<u>oaks@gladehill.nottingham.sch.uk</u>
	Outstanding Olives	<u>olives@gladehill.nottingham.sch.uk</u>
Year 5	Marvellous Maples	<u>maples@gladehill.nottingham.sch.uk</u>
	Marvellous Magnolias	<u>magnolias@gladehill.nottingham.sch.uk</u>
Year 6	Super Cedars	<u>cedars@gladehill.nottingham.sch.uk</u>
	Super Sycamores	<u>sycamores@gladehill.nottingham.sch.uk</u>
Nurture	Bluebells	<u>bluebells@gladehill.nottingham.sch.uk</u>
	Buttercups	<u>buttercups@gladehill.nottingham.sch.uk</u>