

Great Kingshill CE Combined School Covid 19 Contingency Plan for Remote Learning

The COVID – 19 pandemic impacts on all aspects of our lives and it is currently unclear what will happen in the future. To ensure we are fully prepared for all eventualities, the aim of this plan is to give all stakeholders clear understanding of their roles, in the event of any partial or full closure, to ensure pupils continue to learn.

At Great Kingshill CE Combined, our primary aim is the safety and well-being of our staff and pupils. We recognise that a school closure will impact differently on all of us and we acknowledge that children and families will face a variety of situations and challenges. We take all steps possible to keep school open but have robust contingency plans should school ever need to close or self-isolation of individual pupils / whole bubbles be required.

We would ask all parents and carers to take the time to familiarise themselves with the information below, so that our whole community can support our pupils and ensure minimal disruption to their learning if we should be forced to close for any reason.

Teaching & Learning:

Our aim is to keep our core purpose of teaching and learning continuing as effectively as possible. During a school closure each pupil will be provided with learning to do at home and has high expectations of all pupils to complete the work set. Activities and tasks will be shared on the Class Dojo on the class story. However, we do recognise that health and wellbeing are paramount, and we appreciate that the level of work that might be undertaken by a child will reflect the situation and circumstances at home.

Full GKCS Closure

All pupils will be sent home with:

- Exercise books to record their learning in
- Power Maths book
- A timetable of learning to help to organise the day
- CGP – Spelling, punctuation and Grammar book
- CGP – Reading Comprehension book
- A list of their logins to appropriate online learning platforms e.g. Spelling shed, TTRockstars

The Headteacher will:

- Ensure those families entitled to Free School Meals will be provided with food or vouchers
- Ensure the home learning tasks set are to a high standard in line with year group expectations
- Monitor the phone logs to ensure families are called regularly and any issues are followed up
- Monitor the engagement of pupils learning
- Monitor CPoms regularly
- Communicate regularly with families through social media, Weekly Newsletters and phone calls
- Meet regularly with staff to address any positives and next steps (this could be in person or through virtual media)
- Respond to parents' queries and concerns
- Ensure the day to day running of 'remote' education and the learning and safety of those on the GKCS site (Key Worker and Vulnerable Pupils)

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Class Teachers will:

- Follow their usual planning for all subjects
- Follow their usual timetable of learning each day, through a virtual platform – including assemblies
- Hold a “check in” session each morning to allow pupils to share their feelings and input on the work for the day
- Provide remote inputs to explain concepts and ensure pupils understand their learning tasks
- Feedback to pupils on their uploaded learning
- Provide additional support for children/parents through phone calls, email or explanations via video messages
- Share a story time videos
- Speak with all pupils on at least a fortnightly basis, either through remote live sessions or phone calls
- Monitor the daily engagement of pupils and contact the families of those not engaging to offer support
- Log any safeguarding concerns on CPoms and liaise with a member of the Safeguarding Team

Teaching Assistants will:

- Support the learning of pupils they usually work with at GKCS
- Support the class teacher they usually work with
- Provide Feedback to pupils on their learning
- Log any safeguarding concerns on CPoms

Safeguarding Team will:

- Call identified families regularly to offer support and check on children’s well-being
- Liaise with outside agencies, including the Police as appropriate to need
- Take part in remote meetings as appropriate to need
- Conduct home visits to families GKCS is unable to contact or who are causing concern
- Monitor CPoms daily and follow up any concerns promptly

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Pupils will:

- Log on to the appropriate remote live or recorded video sessions each morning and complete the “Check in”
- Participate /join remote live sessions, taking a full and active part in them
- Complete the learning set by their teacher each day and upload their learning as requested by the teacher – photograph/video on to class Dojo
- Watch their story time each day
- Use online resources such as Spelling Shed, TT Rockstars and any other resources provided by GKCS.

Parents will:

- Set a clear routine with each child using the timetable and the daily learning set
- Read all communications that come out from GKCS to ensure they are fully aware and up to date with news.
- Support their children to complete all the learning set
- Liaise with school staff and seek support on behalf of their child when needed, with class teacher via email
- Ensure courtesy and politeness to any member of staff within any communication
- Provide access to the learning offered for their children
- Support their children by uploading work on Class Dojo to the teacher pictures of completed work for assessment and feedback.

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Covid 19 Remote Learning Tiered Response
<p>Tier 1: Normal Operation with protective control measure in place. School open to all pupils and all pupils in school.</p> <p>Tier 2: Individual pupil self-isolation / Individual bubble closure. Class Teacher in self-isolation. School open to the majority of pupils</p> <p>Tier 3: Remote home learning for all pupils. School open to keyworker pupils where both parents are keyworkers.</p> <p>Tier 4: Remote home learning for all pupils. Full lockdown and no pupils in school.</p>
What will remote learning look like?
<p>Tier 1: Emergency packs will be sent home to be used only under the direction of the class teacher. The emergency pack will contain:</p> <ul style="list-style-type: none"> Power Maths Book Blank Exercise Book CGP – Spelling, Punctuation and Grammar Book (KS1 & KS2 only) CGP – Reading Comprehension Book (KS1 & KS2 only) These are the resources that would be required to allow learning to continue in the event of Tier 2, 3 or 4. <p>Log on and Access to Class Dojo and Microsoft Teams checked for all pupils. IT access for disadvantaged pupils checked and IT access to be made available.</p>
<p>Tier 2:</p> <p>Individual pupil self-isolation: The class teacher will upload daily work on to the class story on class Dojo. Pupils will need to complete the work and submit daily on class Dojo.</p> <p>Whole Bubble Closure: Daily “live” check ins with the class teacher will be available at the beginning of the morning and afternoon. Lessons for English and Maths will be provided. Weekly PowerPoint will be uploaded for wider curriculum areas. The full range of the curriculum will be covered. Pupils will be expected to log on to daily check ins and access the lessons during their normal school day. Work should be uploaded to class Dojo at the times allocated by the class teacher. All lessons and work will be posted by the class teacher on the class story page on Class Dojo. Pupils should upload their work to their individual portfolios. Class Teacher Self-Isolation: The class will be supervised by an LSA from the Bubble and the class teacher will deliver the lessons via Microsoft teams. Webcams are available in classrooms to enable the class teacher to see all pupils. The LSA will then upload work on to pupils’ portfolios for the teacher to mark.</p>
<p>Tier 3:</p> <p>Remote Learning for all pupils: Daily “live” check ins with the class teacher will be available at the beginning of the morning and afternoon. Lessons for English and Maths will be provided. Weekly PowerPoint will be uploaded for wider curriculum areas. The full range of the curriculum will be covered. Pupils will be expected to log on to daily check ins and access the lessons during their normal school day. Work should be uploaded to class Dojo at the times allocated by the class teacher. A timetable will be provided for the daily check ins to ensure that where families have more than one child there is not a clash. Other activities such as live story time will be provided.</p> <p>Keyworker Care: Pupils will log on to the daily check in with class teachers and access the same lessons as pupils at home. Those supervising keyworker care will then upload the work onto the class Dojo for the class teacher or LSA to mark.</p>
<p>Tier 4: As above with no keyworker care.</p>