



Remote Learning Contingency plan

September 2020

- Regular reviews and parental/pupil feedback will ensure plan is regularly updated
- Training of staff and implementation of MS Teams will impact plan and changes will be made in accordance

DFE expectation	What we will do at Unity if there is a bubble isolated or school closure.		
	EYFS	KS1	KS2
Monitoring of bubble shut downs.		Y1JN 5-9 October	
<p>How will parents/ pupils know how to use the on-line tool Class Dojo</p> <p>Messages on the Class Dojo can be translated into any language to support second language.</p>	<p>Parents are familiar with Class Dojo as it was the system used during lockdown. Only one parent (GA - RO) is not signed up to Dojo. Engagement levels are high but not 100%. KB to begin reminding parents that this is the system that will be used if the bubble is sent home.</p>	<p>All parents are familiar with Class Dojo from previous lockdown. Majority of all new families are already signed up and using it.</p> <p>There are a few children still not registered (x7) Teaching staff to chase up these families ASAP to get them registered/help with getting it onto a device.</p>	<p>Parents already know how to access online learning through class dojo. Once we move to Microsoft teams/had training, we will provide extra support to parents so they can access the new programme. This may be done through a video tutorial or a letter that has been translated.</p>
<p>How many lessons will be pre-prepared if bubbles shut? Who will send the letter explaining the system</p>	<p>KB will message parents. One day of learning to be sent home in a pre-prepared paper learning pack. MN and OOT to pre-record some activities (reading stories etc) in preparation for a bubble closure.</p>	<p>AM will message parents. One day of learning to be sent home in a pre-prepared paper learning pack. Links to Oak academy sent home in pack.</p>	<p>Ensure that 1 days of lessons are pre-prepared, ready to go out to children. This gives a few days for staff to set up teams and to start uploading work onto it.</p>

	These will be saved in staff shared/EYFS/remote learning videos.		It also gives extra time for staff members to give extra support families/parents if needed.
What is the expectation of the amount of lessons the children will be sent a week to complete?	<p>Daycare: Two activities per day. One story and one singing activity. No expectation of children to complete tasks.</p> <p>Nursery: Daily story plus one other activity linked to an area of learning.</p> <p>Reception: 1 weekly writing task/ 4 UTW activities/ 3 phonic activities/3 maths activities/ 1 weekly PD activity/1 EAD activity.</p> <p>The above is non-negotiable. If staff are happy to add more, then more will be included.</p>	<p>Each day, children will access:</p> <ul style="list-style-type: none"> • 1 literacy activity • 1 phonics activity • 1 maths activity • 2 wellbeing activities per week e.g. art, mindfulness, meditation • 2 x topic activities per week • Daily physical activity 	<p>Each week, children will access:</p> <ul style="list-style-type: none"> • 5x Maths, Literacy/grammar, GR (if possible) • 2X Wider curriculum lessons a week (history, science) • 2x Wellbeing activities • Teacher reading a class book. • Daily physical activity
How will you feedback and how often will you feedback to pupils and parents?	Staff will encourage families to share photos/work on the children's portfolios. Feedback will be given on each piece of work uploaded to the children's online portfolio.	<p>Feedback through messenger or portfolio activities.</p> <p>Phone calls to children who have not engaged / still not registered at time of closure.</p>	<p>Feedback to children/parents at least once a day (either general feedback of the day or more specific feedback about a certain task - this will be easier once Microsoft teams is set up. Phone calls for children who have not signed up yet.</p>
How will you expect pupils to hand in work/share activities so you can monitor what is being completed?	Pupils will access Class Dojo and will be asked to upload photos of their learning. Each child will also receive a weekly phone call from a member of staff.	<p>Feedback through messenger or portfolio activities.</p> <p>Parents/children can send photos, videos or text.</p>	Children can upload work through Microsoft teams
How many video lessons will you send a week?	Most activities may include a short video where appropriate on Class Dojo. All children across EYFS will	1 of the set activities per day will contain a video e.g. maths activity will have a short video input.	Videos of teachers reading a book (2-3 times a week)

	have access to at least two videos per day.		1 short activity per day to introduce 1 lesson.
What do we do if pupils aren't accessing the online work?	Staff to monitor which parents are not 'viewing' the activities. KB to be responsible for encouraging parents to access Class Dojo.	Class teacher/TA to call and check if child is able to access Dojo/Microsoft teams and support as required. If still not accessing SLT will discuss with parents.	Class teacher/FSW to call and check if they are able to access Microsoft teams/if they need any extra support. If still not accessing SLT will discuss with parents.
How many children in your team need packs sending and who is responsible for sending the e-mail to nominated deliverer?	To be discussed following technology survey. KB to coordinate. Potentially lend tablets to younger children so they can access Class dojo	<ul style="list-style-type: none"> • Y2AM (x6) • Y2JK (x4) • Y1AO (x5) • Y1 JN (x3) TAs or teacher to deliver as appropriate	Awaiting survey results about access to technology/internet. GP to coordinate, TAs to deliver packs
Are there any individual pupils who need a check in from TA or class teacher due to SEND or vulnerability? Who is doing this?	Yes. All pupils will receive a weekly phone call. KB to keep a log of vulnerable children and coordinate additional phone calls where necessary.	<ul style="list-style-type: none"> • Y2AM (x6) • Y2JK (x5) • Y1AO (x4) • Y1 JN (x5) Class TA to call families in need of regular check-ins. All pupils will receive a weekly phone call.	Y3 <ul style="list-style-type: none"> • X3 SEN • X2 Safeguarding • X1 Vulnerable Y4 <ul style="list-style-type: none"> • X1 CP concerns also SEN • X1 LAC • X1 SEN (no access to internet) • X1 - family issues - currently interventions with Rachel • X1 - large family no access to laptop/resources • X1 - uses mums phone and needs family support. • X1 - Large family and SEN Y5 <ul style="list-style-type: none"> • X1 – vulnerable/SEN

			<ul style="list-style-type: none"> • X4- Vulnerable/safeguarding • X1 – SEN <p>Y6</p> <ul style="list-style-type: none"> • X1 – SEN • X1 – SEN/Vulnerable • X1 – LAC • X1 – SEN/Safeguarding • X3 – Vulnerable <p>All pupils will receive a weekly phone call from teacher. Class TA to call families in need of regular check-ins.</p>
What we will do if individuals are self- isolating but the rest of the school is open			
If the child can't access class dojo who will deliver/print the work.	Staff to prepare larger packs and save on staff shared/EYFS/Covid learning packs. Packs will be printed at the office for parents to collect. If parent or nominated family member unable to travel then a member of staff will drop off.	Liaise with families as needed. Teacher or support staff will deliver as needed. Deliver reading books as needed.	FSW/SLT/TAs will deliver any printed work packs, and deliver laptops to loan to children who are having to SI.
How will the work that pupils in school be delivered to isolated pupils able to access Class Dojo so it is equivalent to school learning?	KB to be responsible for providing activities for any individuals on Dojo that are linked to learning in class.	Depending on the child and ability level in addition to available support at home. Individual case by case basis.	Depending on the child and ability level in addition to available support at home. Individual case by case basis.
When can this work be downloaded on class dojo?	KB to ensure individuals isolating can access work from day one (or the following day if sent home part way through a day).	Work will be sent individually rather than posting on class dojo as this may be confusing for other parents who are not self-isolating. Could be sent through CD messenger or by email through Arbor.	Work will be sent individually rather than posting on class dojo as this may be confusing for other parents who are not self-isolating. Could be sent through CD messenger or by email through Arbor.