



## Remote Learning Contingency plan



### January 2021

- 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
<b>Monitoring of bubble shut downs.</b>	Nursery 12 – 26 January	Y1JN 5-9 October Y2AM 2-4 November Y2JK 2 weeks	Y5 2-6 November
<b>How will parents/ pupils know how to use the on-line tool Class Dojo</b>  <b>Messages on the Class Dojo can be translated into any language to support second language.</b>	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.	All parents are familiar with Class Dojo from previous lockdown. Majority of all new families are already signed up and using it.  There are a few children still not registered ( [REDACTED] ) Teaching staff to chase up these families ASAP to get them registered/help with getting it onto a device.	Year 3 - Parents already know how to access online learning through class dojo.  Year4/5/6 – all children now can access remote learning through Teams. All children and staff have received training and are proficient in using this system.
<b>How many lessons will be pre-prepared if bubbles shut? Who will send the letter explaining the system</b>	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. These	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.	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.

	will be saved in staff shared/EYFS/remote learning videos.	Lessons will commence next school day.	It also gives extra time for staff members to give extra support families/parents if needed.
<b>What is the expectation of the amount of lessons the children will be sent a week to complete?</b>	<p><b>Daycare:</b> Two activities per day. One story and one singing activity. No expectation of children to complete tasks.</p> <p><b>Nursery:</b> Daily story plus one other activity linked to an area of learning.</p> <p><b>Reception:</b> 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"> <li>• 1 literacy activity</li> <li>• 1 phonics activity</li> <li>• 1 maths activity</li> <li>• 2 wellbeing activities per week e.g. art, mindfulness, meditation</li> <li>• 2 x topic activities per week</li> <li>• Daily physical activity</li> </ul>	<p>Each week, children will access:</p> <ul style="list-style-type: none"> <li>• 5x Maths, Literacy/grammar, GR (if possible)</li> <li>• 2X Wider curriculum lessons a week (history, science)</li> <li>• 2x Wellbeing activities</li> <li>• Teacher reading a class book.</li> <li>• Daily physical activity</li> </ul>
<b>How will you feedback and how often will you feedback to pupils and parents?</b>	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 – provided daily.</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.</p> <p>Year 3 – feedback through Dojo</p> <p>Years 4/5/6 – feedback through Microsoft teams</p> <p>Phone calls for children who have not signed up yet.</p>
<b>How will you expect pupils to hand in work/share activities so you can monitor what is being completed?</b>	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 Dojo and Microsoft Teams
<b>How many video lessons will you send a week?</b>	Most activities may include a short video where appropriate on Class Dojo. All children across EYFS will have access to at least two videos per day.	Two 'live' sessions per day – phonics and wellbeing activity.	<p>Videos of teachers reading a book (2-3 times a week)</p> <p>1/2 live lesson a day to introduce a lesson</p>

		Literacy, Maths and Handwriting all have video introductions by teaching staff.	1 live lessons a day to check in on wellbeing
<b>What do we do if pupils aren't accessing the online work?</b>	Staff to monitor which parents are not 'viewing' the activities. KB to be responsible for encouraging parents to access Class Dojo.	CT/FSW to monitor children who are not engaging in learning and follow up with parents.	CT/FSW to monitor children who are not engaging in learning and follow up with parents.
<b>How many children in your team need packs sending and who is responsible for sending the e-mail to nominated deliverer?</b>	To be discussed following technology survey. KB to coordinate. Potentially lend tablets to younger children so they can access Class dojo	We are now aware of children who don't have access to IT and have enough devices to give out if multiple bubbles close. We have given families who do not have any technology at home DfE laptops to keep for the duration that their children is at Unity	We are now aware of children who don't have access to IT and have enough devices to give out if multiple bubbles close. We have given families who do not have any technology at home DfE laptops to keep for the duration that their children is at Unity
<b>Are there any individual pupils who need a check in from TA or class teacher due to SEND or vulnerability? Who is doing this?</b>	Yes. All pupils will receive a weekly phonecall. KB to keep a log of vulnerable children and coordinate additional phone calls where necessary.	<ul style="list-style-type: none"> <li>• Y2AM – [REDACTED]</li> <li>• Y2JK – [REDACTED]</li> <li>• Y1 AO – [REDACTED]</li> <li>• Y1 HC – [REDACTED]</li> </ul> <p>Class TA to call families in need of regular check-ins. All pupils will receive a weekly phonecall.</p>	<p>Y3 [REDACTED]</p> <p>Y4 [REDACTED]</p> <p>Y5 [REDACTED]</p>

			 Y6  All pupils will receive a weekly phonecall from teacher. Class TA to call families in need of regular check-ins.
<b>What we will do if individuals are self- isolating but the rest of the school is open</b>			
<b>If the child can't access class dojo who will deliver/print the work.</b>	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.	FSW/SLT/TAs will deliver any printed work packs, and deliver laptops to loan to children who are having to SI. 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.
<b>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?</b>	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.	Look into blended learning. Now children are confident on Teams/Dojo, children could join lessons in class through live sessions on Teams.
<b>When can this work be downloaded on class dojo?</b>	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	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.	through CD messenger or by email through Arbor.
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