



## Distance Learning Policy

At Ysgol Sant Dunawd, we are committed to ensuring our children continue to learn if they need to be absent from school due to COVID-19. We understand that all households will have different circumstances and that whilst learning is important, we also place significant importance on the wellbeing of our families. We will endeavour to support our learners to continue to learn and grow during these challenging times.

### What is Distance Learning?

Distance learning takes place where pupils are not able to attend school in person and therefore must access activities set by their class teacher remotely. It is very important that children complete the activities set so that they do not have any gaps in their learning.

Activities will be set by class teachers (and support staff where necessary) through the Seesaw and Google Classroom platforms which the children are familiar with using in school. The children's passwords to access these platforms have been provided but please contact class teachers through the direct message facility if your child has any problems with accessing Hwb or Seesaw at home. Pupils have a specific 'home learning' QR code for Seesaw.

In the event of distance learning, parents and carers will be given the opportunity to sign up to Google Classroom notifications to keep up to date with tasks set. Seesaw will continue to work in the usual way.

### Asynchronous and Synchronous Approaches

At Ysgol Sant Dunawd, we are very aware of the need to be flexible in our approach in order to meet the needs of the majority of learners therefore we will use both synchronous and asynchronous methods to deliver activities to the children.

Asynchronous approaches provide greater flexibility and can be easier for parents/carers and learners to manage at home. The Welsh Government therefore advises that this should be the main approach considered by schools and settings when organising distance learning.

Synchronous approaches such as live video streaming may be practical and appropriate in certain circumstances particularly in support of learner engagement and well-being. Synchronous or 'live streaming' lessons with learners can also be very useful for keeping in contact with learners.

The school, governing body and school staff will demonstrate full regard to local safeguarding guidance, Welsh Government guidance and Local Authority guidance when using a synchronous approach.

## Daily Check-Ins

Class teachers will use the synchronous approach to offer daily check-in to pupils in assigned groups using Microsoft Teams via Hwb (when the school building is closed to pupils). It is extremely important that pupils attend the daily check-ins as they will provide the opportunity for pupils to clarify activity instructions and most importantly it will allow pupils to stay connected with each other. Class teachers will rotate the groups (where necessary) in order for pupils to stay connected with all of their class peers.

Pupils will be provided with daily check-ins at the following times:

9-10am – Nursery/Year 1/Year 2/Year 3/Year 4

10:15-11:15am – Year 5/Year 6

## Distance Learning Structure

Each class teacher will provide learners with a suggested timetable for the week to ensure that they are given routines in order to learn at home. Children thrive off routine and structure so it will be beneficial for them if followed. We understand that it will not suit all households all of the time and ask that any difficulties are communicated with the class teacher through the direct message facility in Seesaw.

Activities provided through Seesaw or Google Classroom via Hwb will be in the form of live check-ins, recorded instructions or online activities. Children are welcome to complete the activities online or on paper in the Home Learning book provided. It will not be necessary to print off any documents shared by the class teacher.

## Expectations of Pupils

Each child will be issued with activities to complete each day.

- All pupils are expected to complete the activities set by the class teacher as they will be matched as closely as possible to their ability.
- Their responses must be sent to the teacher through Seesaw or Google Classroom via Hwb so that the class teacher can respond and provide feedback where necessary. Digital uploads or photographs of written work will both be accepted. Older children have been trained and are expected to send their returns independently.
- Pupils should use their learning powers if they are stuck and re-read or listen again to the class teacher's instructions.
- If pupils continue to be stuck after a good go, they should contact the class teacher directly for support (age appropriate).
- All pupils will be expected to behave responsibly when taking part in live video conferencing.

Daily tasks will be assigned as follows:

- Spelling list/Spelling Shed
- Times Tables Rock Stars/TTRS weekly battle
- English activity

- Maths activity
- Topic activity (Science, Welsh, Geography, History, Art etc.)
- Daily exercise

With regards to live lessons/check-ins, pupils will be expected to agree to:

- be punctual for all lessons;
- access the relevant files for each lesson in advance and have the materials to hand;
- make sure they have all power adaptors and tablets/laptops ready before the lesson begins and are logged into the session;
- show respect for everyone in the online classroom;
- dress appropriately for all classes;
- ensure the location they log in from is appropriate, i.e. give consideration to background, camera angle, privacy, etc.;
- seek to contribute to the class in a positive manner;
- not take or share images of the class.

Class teachers reserve the right to remove a pupil from a session if the expectations above are not met.

### **Expectations of Class Teachers and Support Staff**

- All class teachers will provide activities for children to complete at home.
- Class teachers will be keeping a register of engagement.
- Teachers will respond to pupils' submissions and give feedback where appropriate.
- Teachers will try to match the activities to your child's abilities wherever possible. Sometimes this will prove to be difficult as teachers often give additional support to pupils during a lesson.
- Teachers will be working from 9am to 3pm, Monday to Thursday and 9am to 12pm on Friday (daily until 11:25am for Nursery). All teachers will take their PPA on Friday afternoons. Learning activities will still be provided to cover this period of time but class teachers will not be available to respond to pupils' queries.
- Teachers will also be completing professional learning tasks so will not always be able to respond immediately to pupils.

With regards to live lessons/check-ins, teachers agree to:

- discuss roles and responsibilities with learners at the outset of all lessons;
- notify the school's senior management team, learners and parents/carers of any scheduled lessons, cancelled lessons or changes in arrangements;
- ensure that they keep themselves up-to-date with all relevant policies and procedures, including online safety, safeguarding and data protection policies;
- prevent a one-to-one situation at the end of an online class by disconnecting all learners from Teams at the close of a session.

## **What Parents/Carers can do to help**

- Parents and carers should support children with accessing the distance learning activities as appropriate.
- Please encourage your child to input their own usernames and passwords, as would be expected in school (age appropriate). Practise makes progress!
- All activities provided to pupils will be tailored to abilities as much as possible. Parents and carers should be aware that 'productive struggle' helps children to learn and that giving up is not the default option in school. Try not to provide too much help – striking the right balance can be tricky.
- If your child says they are stuck, they should be encouraged to consider the Ysgol Sant Dunawd Learning Powers (Collaborative, Confident, Creative, Curious, Innovative, Reflective, Resilient, Self-Motivated) as they would in school. In a face-to-face situation, they would have a learning partner sitting next to them who would be able to offer advice. In the absence of this, parents/carers should ensure that they have read or listened to the instructions properly/again before having a go.
- If your child is still stuck after a good attempt they should contact the class teacher who will arrange extra individual or group support to complete an activity.
- Parents and carers must ensure that there is an appropriate environment for children to take part in live video calls.
- All households have their own individual circumstances. These times are stressful enough so please remember that you are in the best position to make a judgement on what is achievable for your child/ren. Don't panic! There might be times where the best thing to do is log off and go out for a family walk. We just ask that you please keep us informed of any difficulties.

## **Attendance**

It is extremely important that we are made aware if pupils will be absent from distance learning in the usual way (daily phone call or email to school's mailbox by 9am) if they are too unwell to complete activities.

Please also inform class teachers (or via the mailbox) if there are other circumstances that might prevent your child/ren from accessing the distance learning. We do not want put any undue pressure on families unnecessarily.

Finally, even where pupils are not attending school in-person, the local Authority is still requiring us to report the number of positive COVID-19 cases for staff and pupils, so that information should be sent through to the school's mailbox also. Please remember to include the child's name, symptoms, date that the symptoms started and the date of day 10 of isolation. All information will be treated in confidence.