Remote Learning Policy

St Augustine's Catholic Primary School

Approved by:	Head Teacher	**Date:**	September 2025
Last reviewed on:			
Next review due by:	July 2026		

School Mission Statement

At the heart of our Catholic faith, we pursue the truth and strive for excellence. The more we recognise and appreciate the beauty and goodness in ourselves and others, the more we come to recognise God.

At St Augustine's School, we share the Light of Christ with each other and feel a sense of belonging to the family of the Church.

Our school is a place of order, stability, tolerance and love, where we foster good relationships between home, school, parish, local and wider community.

Together we will make this school a place where everyone is nurtured, supported and valued while being circled by God's love.

When God's love enters our hearts, we grow in wisdom and understanding.

This Remote Education Policy is in place for two main reasons:

1. Where the school is closed or there are restrictions on who can attend. This may apply if we can't open Good Shepherd safely or opening our school would contradict government guidance

2. Individual pupils can't physically attend school but can continue learning. This may apply, for example, to pupils with an infectious illness or those recovering from an operation or injury.
   It is not for when children are absent due to illness.

In exceptional circumstances, if a pupil's attendance is affected by a special educational need or disability (SEND) or a mental health issue, we would consider offering remote education. This should be part of a plan to reintegrate the pupil back into school and should only be offered if it won't adversely affect the pupil's return to school.

1. Aims

This remote learning policy for staff aims to:

- Ensure consistency in the approach to remote learning for pupils who aren't in school
- Set out expectations for all members of the school community with regards to remote learning
- Provide appropriate guidelines for data protection.

2. Roles and responsibilities of Class Teachers

When providing remote learning, teachers are responsible for:

- Setting work:
  - Differentiate learning and provide separate work for any individual working well below the standard of the rest of the class
  - Ensure there are strong links between the in-school and remote provision as teachers are likely to also be working in school
  - Create paper packs in addition to ensure pupils with limited access to devices can still complete the work
  - Ensure that work is 'mobile friendly'
- Providing feedback on work:
  - Access completed work from pupils through Google Classroom
  - Share feedback with pupils through Google Classroom
- Keeping in touch with pupils who aren't in school and their parents
  - Make weekly phone calls to each family
  - Contact parents if children fail to complete work and no reason has been given

3. Headteacher and Deputy Headteacher:

Senior leaders are responsible for:

- Monitoring the effectiveness of remote learning such as through:
  - regular meetings with teachers,
  - reviewing work set
  - reaching out for feedback from pupils and parents
- Monitoring the security of remote learning systems, including:
  - data protection
  - safeguarding considerations
- Monitoring the welfare of all Pupil Premium children and those living in food poverty
- Ensuring all children have access to remote learning
  - Arranging for families to borrow school devices (Chromebooks) and power packs where necessary
  - Contact with teachers is arranged at suitable times
  - Lessons are recorded so pupils can access them if they cannot access them live
  - Children & families are fully aware of how to access the remote learning site
  - Any borrowed devices and power packs are returned to school once the period of remote learning is over.

4. Designated safeguarding lead and Deputy Safeguarding Lead:

The DSL & Deputy DSLs are responsible for:

- Monitoring the welfare of all children on CP, CIN or known to be vulnerable.
- Monitoring any changes in circumstances of all children

5. SENCo:

The SENCo is responsible for:

- Monitoring the welfare and progress of all children on the SEN register.
- Supporting any staff when providing suitable work for children with SEN needs in their class

6. Pupils

The school can expect **pupils** learning remotely to:

- Complete work to the deadline set by teachers
- Seek help if they need it, from
  - teachers
  - teaching assistants
- Alert teachers if they're not able to complete work

7. Parents

The school can expect **parents** with children learning remotely to:

- Make the school aware if their child can't complete work
  - As of illness
  - Work is too complicated
- Seek help from the school if and when they need it
- Ensure any devices borrowed from school are used appropriately (in line with our acceptable use agreement which is completed and signed when borrowing IT equipment)
- Return the device and power pack to the school in the same condition as received.