



Remote Learning Guidance and Agreement

School agrees to:

- Support parents with appropriate devices for remote learning and internet, where possible.
- Provide every child with a Microsoft TEAMS account.
- Provide weekly overviews so that parents and children know at what time live teaching sessions are taking place.
- Hold live teaching sessions using Microsoft TEAMS 2/3 times a day.
- Upload work and learning links to Microsoft TEAMS.
- Be available to answer questions between 9am and 3.15pm using TEAMS chat or Class Dojo. The teacher may call your child on TEAMS if they feel they need extra support.
- Provide feedback so that parents and children know what they are doing well.
- Teachers will text, send Dojo messages and phone to check non-attendance in live teaching sessions and non-completion of set learning tasks.
- Provide resources to support online learning.

Parent Guidance and Agreement:

- Parents should help their child to log on to all live teaching sessions on time. If children arrive very late to sessions, the teacher may not admit them as they will then have to start again explaining the day's learning. If this happens then please contact the teacher using the chat function on TEAMS or Class Dojo for further guidance.
- If a child cannot attend a TEAMS session for any reason, please contact the school office as you normally would when reporting an absence from school.
- Parents should try to ensure that children have a quiet place to learn where possible. They should be sitting down with pens, pencils and exercise books, so that children are then ready to complete work set by teachers following live teaching sessions.
- Parents should ensure that completed work is handed in as directed by the teacher.
- If a child has asked the teacher a question using the chat function, parents need to ensure that TEAMS remains logged on so that the teacher can answer. If a teacher calls a child to answer a question, parents should supervise this contact by staying in the same room until the call is over.
- Where possible, parents should encourage independence and support children in completing their own work rather than doing it for them.
- During live TEAMS teaching sessions, young children should always be supported by an adult.

Behaviour

- It is not appropriate for children to be eating during live TEAMS teaching sessions as this does not support a good climate for learning.



- Parents should encourage their children to be polite and respectful during teaching sessions. Any poor behaviour could result in children being removed from the session.

Safety

- Children should always be suitably dressed for online teaching sessions as they are visible to everyone else who is part of the lesson. Children do need to have their cameras on so that they can properly engage with the lesson.
- Please be mindful of children's backgrounds. There should be no other people visible in the lesson except for the child and perhaps a parent. Other siblings and members of the household should not be visible. There should only be neutral objects in the background, for example, nothing that is too valuable or that could cause offence.
- Parents should be mindful that young children can say all sorts of things when taking part in lessons. In school, teachers deal with this every day, so please don't be shocked if children talk about random things. The teacher will deal with this. Parents should also bear in mind confidentiality if a young child says something that is personal or private.
- Children are spending a lot more time online because of the current situation. Parents should ensure that they know what children are doing online and that they can keep themselves safe. There is a wealth of information on how to ensure children are safe online on this website: [UK Safer Internet Centre - Online Safety Tips, Advice and Resources | Safer Internet Centre](#)
- There may be occasions when teachers would like to record teaching sessions for monitoring purposes. We will contact you by text or Dojo to ask if you consent to this.

Thank you for taking your time to read this guidance. We understand that this is a very challenging time and that parents are trying to juggle supporting remote learning with other commitments they have in their lives. If you need any help or support, please contact your child's teacher or the school office. We thank you enormously for everything you are doing and we can't wait until remote learning is a thing of the past and all children are back in real life classrooms.

Kind regards

Mrs J Sones

Headteacher