



## Remote Education Offer

There are two stages to our Remote Education offer. The first is a set of 'startup activities', which are pre-planned and provide an initial set of learning tasks based on the core fundamentals of each class curriculum. The second stage will be daily remote activities, set by staff and accessed by pupils via Microsoft Teams.

The following information explains the two stages in more detail:

### ***The startup activities (Days 1 and 2)***

These will be used for Day 1 and Day 2 of any isolation period. These are open-ended activities, focused on the child's age/ability. There are 6 activities for the child to complete over the two days. You will find these on Microsoft Teams, under the Files section.

These activities (such as reading, Times Tables Rockstars, open-ended writing activities, art activities etc.) will provide parents/carers with a clear structure of learning for the first two days of isolation, so that staff may prepare resources based on the current learning of the class. The startup activities will limit the learning time lost from the main curriculum lessons and provide purposeful initial work.

Each year group's startup activities will be tailored for their year group, and although many children within a year group will get the same initial startup activities, it may be that other pupils (i.e. those with an EHCP) will receive different startup activities. However, there will be a consistent format across all classes.

### ***Remote Education from Day 3 onwards***

Each child will be given a username (an Uplands email address) and a password for their own personal school education account. This will allow pupils access, through this login, to Microsoft Teams.

Utilising Microsoft Teams, staff will be able to set assignments to a child, group of children or class depending on the need, and use the Teams platform to set work, provide feedback and communicate with pupils.

Assignments will be, in general, an English activity, a Maths activity and another subject (to roughly mirror the school day) for Years 1 to 6. Nursery and Reception will have activities based on their EYFS curriculum objectives. Staff will be working from a list of expectations for Remote Education to ensure consistency across classes, including length of any video messages and when staff are expected to respond to Remote Education assignments that have been completed and provide feedback.

### **Logistics of Remote Education**

The following expectations have been set for staff to adhere to:

- Three lessons per school day will be provided for pupils who are unable to attend school.
- A video, of around 5-10 minutes in length, must be recorded for one lesson a day. This will be an audio recording over a PowerPoint presentation or similar.



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- Videos from Oak National Academy, BBC Bitesize or other sites may be utilised in class and for Remote Education.
- Staff will be expected to reply to messages or give feedback within three days during working hours (08:40 to 16:30)
- Staff will not be expected to reply to messages or give feedback in the evenings or at the weekends.

## Safeguarding

Safeguarding is taken very seriously, so the child-to-child and 'whole classroom' chats have been disabled, so children can only communicate with their class staff team. Children can message their teacher via Teams, but privately and securely.

## How do we access Microsoft Teams?

We have created a video to help parents/carers and children access and make the most out of Microsoft Teams. This [video can be located here](#) and includes the following topics:

- How to log on to Microsoft Teams
- Navigating Microsoft Teams
- The 'posts' feature
- The 'assignments' feature
- Completing and submitting an assignment
- Getting in touch with a staff member.