



Believe. Achieve. Succeed. In our hands we hold the future.

Coronavirus (Covid 19) Contingency Plan

What is this plan for?

This plan sets out how we will respond to various levels of lockdown caused by a pandemic. It will set out the curriculum offer if one child is away from school (tier 1), a class is away from school (tier 2) or the school goes into a local lockdown (tier 3).

The vision for this plan

At Hutton CE Primary we want all pupils to be able to access their curriculum if they are unable to attend school for any reason (except illness).

When is this plan implemented?

The plan will be implemented at different levels according to local conditions. These are:

Tier 1: most children in school but individuals absent

Tier 2: Individual class(es) working from home

Tier 3: Lockdown: most children working at home.

Please see attached: Appendix 1.

How is the plan implemented?

Teaching and learning

All pupils will have access to high-quality education when remote working.

The school will use a range of teaching methods to cater for all different learning styles. This includes:

- comprehension, quizzes, online materials, videos, games, questioning and response

Teachers will ensure lessons are inclusive for all pupils and can be adapted to account for the needs of disadvantaged pupils and pupils with SEND.

When teaching pupils who are working remotely, teachers will:

- Set assignments so that pupils have meaningful and ambitious work each day.
- Deliver a planned, coherent and well-sequenced curriculum, which allows skills to be built incrementally.
- Provide frequent, clear explanations of new content through high-quality curriculum resources, including through educational videos – including use of White Rose Maths.
- Assess progress by using questions and other suitable tasks and be clear on how regularly work will be checked.
- Adjust the pace or difficulty of what is being taught in response to questions or assessments, including, where necessary, revising material or simplifying explanations to ensure pupils' understanding.



Believe. Achieve. Succeed. In our hands we hold the future.

- Plan a programme that is of equivalent length to the core teaching pupils would receive in school, ideally including daily contact with teachers.

All provisions for remote learning will be subject to the class group's age, ability and/or any SEND.

In exceptional circumstances, the school may reduce its curriculum offering to enable pupils to cope with the workload – the Senior Leadership Team will assess this need, keeping pupils' best interests in mind, and will not take the decision lightly.

Teachers will continue to make use of formative assessments throughout the academic year, e.g. quizzes.

Our approach to remote learning

In the event of a pupil, class or the school having to isolate, pupils will be sent home with:

- Exercise books to record their learning in
- A timetable of learning to help to organise the day
- A list of their logins to appropriate online learning platforms e.g. Spelling Shed; TTRS, e-bug

If the school goes into lockdown (local or national) the Headteachers will:

- Ensure those families entitled to Free School Meals will be provided with food or vouchers.
- Ensure the home learning tasks set are to a high standard in line with year group expectations
- Ask staff to monitor the phone logs to ensure families are called regularly and any issues are followed up
- Ask staff to monitor and feedback the engagement of pupils learning
- Ensure staff communicate regularly with families through Purple mash, emails, daily teams session and a weekly phone call for anyone who has not engaged with the Teams sessions.
- Meet weekly with staff to address any positives and next steps (this could be in person or through virtual media)
- Respond to parents' queries and concerns
- Ensure the day to day running of 'remote' education and the learning and safety of those on site (Key Worker and Vulnerable Pupils)

Class Teachers will:

- Follow their usual planning for all subjects as much as possible.
- Provide opportunities to ensure children understand their learning tasks, Teams sessions
- Feedback to pupils on their uploaded learning
- Provide a teams session for anyone having difficulties to ask questions daily.
- Share a story time video each day – this maybe in the form of a recorded book on Teams.
- Speak with all pupils on at least a weekly basis, either through remote live teaching or phone calls
- Monitor the daily engagement of pupils and contact the families of those not engaging to offer support



Believe. Achieve. Succeed. In our hands we hold the future.

- Log any safeguarding concerns by immediately emailing or telephoning the DSL or Deputy DSL

Teaching Assistants will:

- Support the learning of pupils they usually work with
- Support the class teacher(s) they usually work with
- Share the weekly phone calls with the class teacher to pupils to check on their learning and well-being
- Log any safeguarding concerns by immediately emailing or telephoning the DSL or Deputy DSL
- Monitor and respond to the work on Purple mash.

Safeguarding Team will:

- Call identified families regularly to offer support and check on children's well-being
- Liaise with outside agencies, including the Police as appropriate to need
- Take part in remote meetings as appropriate to need
- Follow up any concerns promptly

Pupils will (with parental help if necessary):

- Log on to the appropriate remote video sessions every day or make contact via email.
- Watch all of the learning videos, taking a full and active part in them
- Complete the learning set by their teacher each day and upload their learning as requested by the teacher – photograph/video
- Watch their story time each day
- Use on line resources such as TTRS and Spelling Shed

Parents will:

- Set a clear routine with each child using the timetable and the daily learning set
- Support their children to complete all of their learning
- Read all communications that come out to ensure they are fully aware and up to date with school news
- Liaise with school staff and seek support on behalf of their child when needed, with class teacher via email
- Ensure courtesy and politeness to any member of staff within any communication
- Provide access to the learning offered for their children
- Support their children by emailing the teacher pictures of completed work for assessment and feedback or uploading these to Purple Mash
- Liaise with school staff to communicate how well their child(ren) attempt the work set – answer the phone for prearranged phone calls.



Believe. Achieve. Succeed. In our hands we hold the future.

Key Worker & Vulnerable Children:

If it is appropriate to be open to Key Worker and Vulnerable Pupils, they will be placed into 'bubbles'.

They will complete all remote learning set by their class teachers in class or via electronic devices as needed.

Our vulnerable pupils who have an EHCP or an open Early Help, Child in need or Child protection plan will be contacted weekly by phone by the learning mentor to discuss the health and wellbeing of the family, and the child's learning and progress towards their individual plans. If these children do not engage with a daily class teams session the teacher will phone the family (liaise with siblings teachers to ensure only one phone call) to enquire why not. If there is no contact the Learning mentor or DSL will visit the family home.

How do we measure success with this plan?

This will be deemed successful at different levels for example it will be successful if all pupils have access to their learning from home. However, this is only going to be successful for their learning if they engage with the work provided.

Resources

The school has put up work links to the work that the pupils will be covering in class. This has been put up for the term so that at any stage if pupils are off school at short notice due to having to self isolate they will have access to the learning of their peers.

Safety & Risk

Risk assessments are made, and reviewed regularly, in light of new policy and guidance from the DFE.

Monitoring and Evaluation

This policy will be reviewed annually.

Policy written: September 2020

Policy review: January 2021. This is a dynamic policy that will be reviewed regularly.

Ratified by the Local Governing Body and signed by chair or vice-chair:



Believe. Achieve. Succeed. In our hands we hold the future.



Believe. Achieve. Succeed. In our hands we hold the future.

Hutton CE Primary School
Provision for Learning from Home during Pandemics
Appendix 1

Tier 1: Most children in school. Individuals working from home

- Teachers will be sharing planning resources with links on the class website page.
- Where possible, this work will be, supported by videos, possibly from Oak Academy or the teachers' power points.
- School devices distributed to families that need them (subject to availability)
- If no devices are available – home learning pack provided by class teacher in line with in class content.

Teachers can feedback weekly to children via the email system or through purple mash to support them while working from home.

Tier 2: A class is working from Home

- Teachers will be sharing planning resources with links on the class website page.
- Where possible, this work will be, supported by videos, possibly from Oak Academy or the teachers' power points.
- School devices distributed to families that need them (subject to availability)
- If no devices are available – home learning pack provided by class teacher in line with in class content.

Subject to circumstances of the health of the Teacher/TA:

- Daily welcome/register for children to join Teams to explain the day's content **(8:45am)**
- An English lesson will be introduced live for each day **(9:00 am-9:30am)**
- Children wanting answers to questions from the mornings learning can re-join for any questions from the children to be answered. **(2:00pm)**
- Class Teachers offer recorded story session to be broadcast at your convenience. Some lessons which need teacher input may be recorded on occasion.
- TA/LSA to offer 1:1 reading or guided reading through screen sharing,
- TA/LSA to offer grouped phonics lessons

If class teacher and TA is unwell or unable to offer support during the day

- T/TAs from remaining classes to offer some feedback and contact to children working at home when possible.

Tier 3: Lockdown- Most Children working from Home. Keyworker children in school

- Teachers will be sharing planning resources with links on the class website page.
- Where possible, this work will be, supported by videos, possibly from Oak Academy or the teachers' power points.
- School devices distributed to families that need them (subject to availability)
- If no devices are available – home learning pack provided by class teacher in line with in class content.

Subject to circumstances of the health of the Teacher/TA:

- Daily welcome/register for children to join Teams to explain the day's content



Believe. Achieve. Succeed. In our hands we hold the future.

- Input for English lesson.
- Children wanting answers to questions from the mornings learning can re-join for any questions from the children to be answered. **(2:00pm)**
- Class Teachers offer recorded story session to be broadcast at your convenience. Some lessons which need teacher input may be recorded on occasion.
- TA/LSA to offer 1:1 reading or guided reading through screen sharing,
- TA/LSA to offer grouped phonics lessons



Believe. Achieve. Succeed. In our hands we hold the future.