



# Pitsford School

## School Policy Document

**Name of Policy:** Continuity of Learning Plan: Remote Provision for Students Unable to Attend School due to Covid-19

**Audience:** Public

**Date for Next Review:** Spring 2022

**SLT Member(s) Responsible for Reviewing and Updating the Policy:** CGW

As a school, we aim to ensure that teaching and learning continue as efficiently and effectively as possible in the event of students having to miss school because of coronavirus (Covid-19).

Our policy and procedures during this time will help us to ensure high educational standards, in line with our school aims.

### IF THE SCHOOL IS LOCKED DOWN COMPLETELY OR FOR WHOLE YEAR GROUPS

Firefly remains the portal for all lessons which, daily, will be uploaded on to the students' tasks. Any materials students do not have in hard copy will be posted electronically.

Homework will be discouraged as the work in lessons should suffice and will result in the production of tasks for assessment which will be evaluated orally or via uploaded and marked exercises.

Progression should continue in line with the curriculum as if the school was open.

In the Senior School there will be a daily registration period (8.30-8.45) with the rest of the day following this model: period one 8.50-9.30; period two 9.30-10.10; break 10.10-11.00; period three 11.00-11.40; period four 11.40-12.20; period five 12.20-13.00; lunch 13.00-14.00; period six 14.00-14.40; period seven 14.40-15.20; period eight 15.20-16.00.

In the Junior School, depending on staffing demands with relation to Key Worker Provision, there will be several live teaching elements throughout the day and daily work posted to Firefly.

It is intended for Senior and Junior that remote provision will contain the same level of content (ie hours expected to be invested by students) as when school is physically open.

Every lesson should have a live teaching component delivered via ZOOM as embedded in the task.

In Senior School, in every subject over three periods a week, one lesson should be a consolidation/extension lesson which allows for stretch and support as guided by the teacher.

In Senior and Junior Schools work will be assessed both orally and in terms of submitted work (via Firefly) which is marked and returned with feedback.

Parents' evenings will take place via SchoolCloud. Written reporting and the issuing of Grade Cards will not be affected.

An online extra-curricular programme will be maintained via Firefly.

All discipline and pastoral structures and expectations remain in place as if the school were physically open.

We will regularly issue surveys to students and families to assess performance and gather information on how to implement improvements.

#### IN THE CASE OF INDIVIDUAL STUDENTS SELF-ISOLATING WHEN THE SCHOOL IS PHYSICALLY OPEN

This applies to the Senior and Junior Schools.

The remote curriculum will be the same as that taught in school, with work set which allows students who are isolating to keep up with the work being done in class.

Teachers will set work for every lesson and it should go live on that day unless the teacher has agreed a different schedule with the student and their family.

Firefly remains our 'one stop' location for all work – all tasks will be set there.

The tasks will contain all resources required for the work if the student does not possess hard copies in their home.

Work will be set to be completed, returned and marked in line with the progression through the curriculum and, when relevant, to support the learning at that particular point.

Where appropriate teachers will send Zoom links for pupils to join the lesson. It is expected that real-time learning, where appropriate, can take place in at least one lesson per subject per week. This can be as a Zoom call or live text.

High quality video and teaching materials are permitted to be posted and are encouraged.

Emails from students and parents should be responded to, where possible, within twenty-four hours in the working week

Pastoral tutors will contact students who are self-isolating to check in and see how they are twice a week, preferably a phone call or Zoom call.

### REMOTE SEND PROVISION

Our SEN provision remains in place and in negotiation with our SEN leads and providers a bespoke support structure will be implemented to the best of our ability working within the constraints of lockdown. As with all lessons, staff will be expected to differentiate in their delivery of lessons to support students who possess additional needs.