



STARS
Trust

Online Learning Policy

September 2020

At Stanley Green Infant Academy, we understand the need to continually deliver high quality education, including during periods of remote learning – whether for an individual or many. We recognise the importance of maintaining high expectations in all areas of school life and ensuring that all pupils have access to the learning resources and support they need to succeed.

Following Government guidelines, it is our duty to provide learning for children should they be self-isolating at home due to COVID-19 (whether awaiting a test, having to self-isolate due to family members or having a positive test themselves). This meets the expectations set out on the DFE guidance 'Remote Education Support'.

<https://www.gov.uk/guidance/remote-education-during-coronavirus-covid-19>

If a child does not have access to a computer/laptop and/or the internet, the school will do all it can to support children and will provide paper packs of learning. Where funding can be accessed, remote devices (e.g. laptops) and/or 4G connections will be sought, particularly for disadvantaged children. Parents will be reminded to make the school aware of any barriers to accessing remote learning.

What is expected of our pupils?

You will find here an overview of lessons to be completed each day. It will provide learning across the curriculum and children will be expected to spend a similar amount of time completing this as they would spend learning in school. All work will need to be uploaded to Tapestry for their class teacher to see.

The Overview

Area of Learning	Web link	Detail
Phonics	https://www.activelearnprimary.co.uk/login?c=0	Teachers will allocate a bug club phonics lesson. It will include revision of old learning as well as new learning.
Reading	https://www.activelearnprimary.co.uk/login?c=0	Teachers will allocate books for your child to read.

		Please use the superhero questions sent out previously to support their reading skills.
English	https://www.pobble365.com/	A brilliant, fun and entertaining way to write. Children are asked to look at the picture and write sounds/labels/captions/sentences about the picture. The website also provides additional reading and writing activities based on the picture.
Spelling	https://www.purplemash.com/sch/stanley-bh15	Teachers will allocate spellings once a week which will be set as a 'To do task'. Reception children will have tricky words set through Tapestry.
Maths	https://whiterosemaths.com/homelearning/	Using white rose maths, children will be guided to the appropriate year group they are in and to one of the topics available. They then select a lesson to complete; this includes a video and subsequent questions.
Afternoon subjects	https://www.bbc.co.uk/bitesize/this-terms-topics https://www.thenational.academy/ https://www.purplemash.com/sch/stanley-bh15	Children can select their year group and subject (science, history or geography) then complete a relevant learning activity linked to their classroom learning. You will also be able to use your Purple Mash account to do some IT work.

Expectations of teachers

- All teachers will allocate books, spellings and phonics for children to complete at home.
- Teachers will respond to pupil's work via tapestry.

- Teachers will try to match the work to your child's abilities wherever possible, sometimes this will prove to be difficult as teachers often give support to pupils during a lesson.
- Teachers will call parents a minimum of twice a week, where children are not accessing their home learning, teachers to call 3 times a week.
- Pupils identified as vulnerable will be contacted by the Inclusion Team on a weekly basis and support offered as necessary.

Expectations of parents

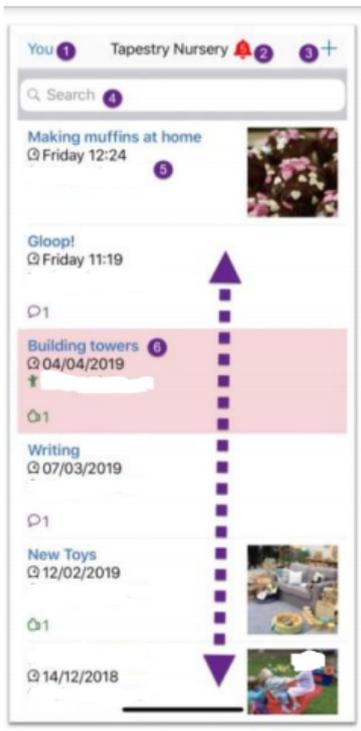
- Parents are expected to engage in on line learning if self isolating at home due to COVID 19.
- Parents need to know their Bug Blub, Purple Mash and Tapestry log ins.
- Parents to contact the school if they have any questions or are finding online access difficult.
- Parents to upload to Tapestry work that has been completed that day for teachers to provide feedback. Please see the how to guide, which follows this:

Tapestry- How to guide

Once you're logged on an internet browser, Tapestry looks like this

The screenshot shows the Tapestry website interface. At the top, there is a navigation bar with 'Observations' and 'Children' tabs. The main content area displays a list of observations with titles, dates, and authors. Red arrows point from text labels to specific elements on the page:

- Children Tab:** This takes you to the profiles of the children you are linked with (points to the 'Children' tab).
- Filters:** Use these to refine what appears on this list. E.g. Observations with pictures, including comments etc (points to the filter options).
- Author of the Observation** (points to the author's name in an observation entry).
- Child's Name** (points to the child's name in an observation entry).
- Your Username** (points to the user's name in the top right corner).
- Notifications** (points to the notification bell icon).
- Add Observation:** Use this button to add an observation (points to the '+ Add Observation' button).
- Observations:** These are the observations made for your child. Click the title or picture to view the observation in full (points to the observation entries).



Once you're logged on the app, Tapestry looks like this

- 1) 'You' button: This takes you to the app settings and options screen and will allow you to go to the lock screen, change your password or PIN, and adjust other app settings.
- 2) Notifications bell: This is visible when you have new notifications from your setting.
- 3) Add observation button
- 4) Search bar: This allows you to search for observations based on the title or content of the observation.

Making an Observation

Press the 'Add Observation' or the '+' button to add a new observation yourself. Please note, you must add a *title* and *select a child* in order to save the observation.

1) **Select the child you are making the observation for. You will only see the children you are linked with here.**

2) **Give the observation a title.**

3) **(optional) In the 'Notes' section, write about what is happening.**

4) **(optional) Upload any photos or videos you would like to add. 'Add Files' and then 'Start Upload'**

5) **Click save!**

The screenshot shows the 'Add Observation' form. At the top, there is a breadcrumb 'Observations / Add Observation' and a 'Save' button. The form is divided into several sections: 'Observation' (containing 'Children' with a 'Select Children' button, a 'Title *' field, and a 'Notes' text area), 'Media' (with a file upload area and 'Add Files' and 'Start Upload' buttons), and 'Options' (with a 'Created *' field showing '05 Nov 2019 11:43 AM'). At the bottom, there are 'Save & Add Another' and 'Save' buttons. Red arrows from the numbered instructions point to the 'Select Children' button, the 'Title' field, the 'Notes' text area, the 'Add Files' button, and the 'Save' button.

Adding a comment

On the App, tap the 'comment' button at the bottom of an observation or on the website simply click in the comment box to leave a comment. Staff will be able to see and reply to any comments you make. You can also reply in turn to a comment a staff member has made, and to 'like' a comment instead of leaving a

reply. Write your comment then press 'add reply' or 'save' if you're using the App.

The screenshot shows the 'Comments' section. It has a title 'Comments' and a sub-header 'Add a comment'. Below this is a large text input field. At the bottom left of the input field is a blue 'Add Reply' button.

If class or year group bubbles need to close

In the event of whole class or year group bubble closing, teachers will upload teaching videos for Phonics, Reading, Writing, Maths and afternoon inputs via Tapestry for children to access. Children will be expected to watch and complete activities set out within the videos. These will then need to be uploaded to tapestry. Class teachers will be asked to contact their class via the telephone on a weekly basis.

Monitoring arrangements

This policy will be reviewed by the SLT as and when updates to home learning are provided by the government. At present the only 'live lessons' that will be used are via Oak Academy.

Safeguarding

Please refer to the Child Protection and Safeguarding Policy and Safeguarding Children during the COVID-19 measure (Annex).

Data protection/GDPR

When accessing personal data, all staff members will: only use their official school email account and connect to the school network using their school laptop.

Sharing personal data

Staff members are unlikely to need to collect and/or share personal data. However, if it does become necessary, staff are reminded to collect and/or share as little personal data as possible online. All data collection will be compliant with GDPR guidelines.

Keeping devices secure

All staff will take appropriate steps to ensure their devices remain secure. Computers should be locked if left inactive for a period of time. Operating systems must be up to date – always install the latest updates.

Links with other policies

Learning Through Values Policy

Child Protection and Safeguarding Policy

GDPR policy

Online Safety Policy

Staff Code of Conduct