



Forge Integrated Primary School

Remote Learning Policy

Introduction

During a period of long-term closure, staff at Forge IPS will continue to provide education and support to our children using remote learning. All learning will be conducted using SEESAW (P1-P5) and MS Teams (P6 & P7). This will allow staff to keep in daily contact in a professional and confidential manner with their class. Teachers will be able to schedule learning in a manner that does not overwhelm our children. Teaching and learning can be tailored, changed and updated as time progresses, allowing for replication of classroom activity to the best of our ability. In all communications we will prioritise the wellbeing of our children.

Flexibility of Learning

We realise that the circumstances that cause our school to close will affect families in a number of ways. In our planning and expectations, we are aware of the need for flexibility from all sides.

- parents may be trying to work from home so access to technology as a family may be limited
- Parents may have two or more children trying to access technology
- Teachers may be trying to manage their home situation and the learning of their own children
- Systems may not always function as they should.

An understanding of, and willingness to adapt to these difficulties on all sides is essential for success.

Expectations

We believe that it is in the best interests of our children that we continue to provide structured support to the best of our ability. It must be noted that the work children engage in during a period of closure will be part of our current planning and so cannot be considered as optional. Children and parents should consider the arrangements as set out in this document as highly recommended.

Teaching Staff will:-

- Share teaching and activities with their class through SEESAW and MS Teams
- Continue teaching in line with current, extensive planning that is already in place throughout the school;
- Accept the fact that learning remotely will be more difficult, so tasks will be set in smaller steps to allow for this;
- Keep in contact with children through SEESAW and MS Teams
- Reply to messages, set work and give feedback on activities during the normal teaching hours 9.00 am – 3.00pm;

- Allow flexibility in the completion of activities, understanding that the circumstances leading to our closure will affect families in a number of ways;
- Take regular breaks away from the computer or iPad to engage in other professional duties as much as circumstances allow e.g. Policy Development;
- Monitor engagement/ 'attendance' of pupils in online learning and will reach out via Seesaw/ Teams or by phone to families where children are not actively present or regularly engaged.
- If unwell themselves, will be covered by their fellow year group teacher for the sharing of activities.

Children will:-

- Be assured that wellbeing is at the forefront of our thoughts and the need for children to take regular breaks, get fresh air, exercise and maintain a reasonable balance between online engagement and offline activities. Take screen breaks every 20 minutes and make sure they have at least a few hours break from screens spread throughout the day.
- Potentially work a day or two behind what has been shared through SEESAW and MS Teams depending on childcare, parents/ carers work commitments.
- Only send messages and queries that are in relation to tasks set by the teacher or in response to questions the teacher may ask them directly;
- Read daily, either independently or with an adult;
- Consider using the school closure time to learn a new skill, follow their own interests to discover more about the world around us or just be creative.

Parents will:-

- Support their child's learning to the best of their ability;
- Remind their children to take a break off screens/devices when completing remote learning activities. Children should look away from the screen on their device every 20 minutes and focus on something in the distance. They should have at least a few hours break from screens spread throughout the day.
- Encourage their child to access and engage with SEESAW or MS Teams posts from their teacher;
- Refrain from screenshotting or copying any information, messages or posts to share on social media or any other platform outside of SEESAW or MS Teams;
- Know they can continue to contact their class teacher as normal through SEESAW or MS Teams , teacher's email, or school email if they require support of any kind;
- Check their child's completed work each day and encourage the progress that is being made;
- Be mindful of mental well-being of both themselves and their child and encourage their child to take regular breaks, play games, get fresh air and relax;



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What will Remote Learning look like in Forge?

A weekly learning guide will be posted at the start of the week to enable parents to plan for their child's learning for the week. See below a sample guide.

Monday	Tuesday	Wednesday	Thursday	Friday
Spelling Definitions- List 23 (Diem, y)	Time Tuesday	Work It Out Wednesday	Pobble 365	Spelling Test Daily 10
Literacy- Heroes & Villains- Alex Rider Illustration	Numeracy- Parts of a Circle	Literacy- Heroes & Villains Comprehension	Numeracy- Circles	Topic-
Daily Challenge- Numeracy	Daily Challenge- Literacy	Daily Challenge- Physical	Daily Challenge- Art	Daily Challenge- Journal
Reading	Reading	Reading	Reading	Reading

Literacy Learning Intentions	Numeracy Learning Intentions
1. recognise how authors create interesting characters 2. find information from a text	1. identify parts of a circle (diameter, radius, circumference) 2. calculate the radius and diameter of circles in a variety of contexts.

P1 and P2

- All activities with teaching videos will be posted on Seesaw at the start of the week to enable parents to plan for the week.
- Daily Mental Maths & Phonics activities
- Either 1 literacy or 1 numeracy activity each day. 4 activities per week.
- 1 topic activity per week.
- 1 activity to be submitted each week using Seesaw CLASS app. Submit Literacy and numeracy activity alternate weeks. Your child will receive feedback on the work submitted in the form of a written or audio comment on Seesaw
- 2 reading books per week will be added to your child's Bug Club account.
- Teacher will post a daily video or note on PATHS Pupil.

Primary 3

- All activities with teaching videos will be posted on Seesaw at the start of the week to enable parents to plan for the week.
- Daily Mental Maths & Spelling activities
- Either 1 literacy or 1 numeracy activity each day. 4 activities per week.
- 1 topic activity per week
- 2 reading books per week will be added to your child's Bug Club account.
- Teacher will post a daily video or note on PATHS Pupil.
- Mangahigh- children should log in and complete linked numeracy activities.
- Teachers will post weekly video of encouragement and class target
- PATHS pupil video of child uploaded each day.
- 1 activity to be submitted each week using Seesaw CLASS app. Submit Literacy and numeracy activity alternate weeks. Your child will receive feedback on the work submitted in the form of a written or audio comment on Seesaw
- Friday spellings & tables test

Primary 4

- All activities will be posted on Seesaw at the start of the week to enable parents to plan for the week. Guidance and teaching videos will be attached.
- Daily Mental Maths & Spelling activities
- Either 1 literacy or 1 numeracy activity each day. 4 activities per week.
- 1 topic activity per week
- 2 reading books per week will be added to your child's Bug Club account.
- Teacher will post a daily video or note on PATHS Pupil.
- Mangahigh- children should log in and complete linked numeracy activities.
- 1 activity to be submitted each week using Seesaw CLASS app. Submit Literacy and numeracy activity alternate weeks. Your child will receive feedback on the work submitted in the form of a written or audio comment on Seesaw.

Primary 5

- All activities will be posted on Seesaw at the start of the week to enable parents to plan for the week. Guidance and teaching videos will be attached.
- 2 reading books per week will be added to your child's Bug Club account.
- Mangahigh- children should log in and complete linked numeracy activities.
- Daily Mental Maths & Spelling activities
- Daily mental maths/ Times Tables & spelling activities.
- 1 activity to be submitted each week using Seesaw CLASS app. Submit Literacy and numeracy activity alternate weeks. Your child will receive feedback on the work submitted in the form of a written or audio comment on Seesaw.
- Friday fun task/ challenge or Art activity
- Friday spellings and tables test

Primary 6 and 7

- All activities will be posted on MS Teams at the start of the week to enable parents some flexibility. Guidance and support for activities posted daily on MS Teams for pupils and if required, for parents on Seesaw.
- All activities to be completed on OneNote/MS Teams. 1 activity will be marked per day by teacher and feedback given. Children will be provided with answers to all activities and encouraged to self- correct.
- Daily Literacy, Numeracy, Times Tables & Spelling activities. Quick fire quiz twice a week.
- 2 reading books per week will be added to your child's Bug Club account.
- Mangahigh- children should log in and complete linked numeracy activities.
- Daily morning message posted for pupils on MS Teams
- Friday spellings and tables test

Additional activities from other areas of curriculum will also be posted throughout the week to support your child eg brain breaks, Joe Wicks work outs, helpful websites, videos of teachers reading stories, art & craft suggestions.

