OYSTERMOUTH PRIMARY SCHOOL
HOME LEARNING POLICY

MONITERING AND REVIEW	
Written	October 2020
Scheduled review date	October 2021

COVID-19 Home learning at Oystermouth Primary School

Our aims during COVID-19 closure

- To provide a link between home and school so that pupils and parents can share information, work and ask questions when needed.
- To support all stakeholders during the pandemic and uphold our open-door policy remotely. Signpost health and well-being resources and guidance to look after peoples' mental health and well-being.
- To provide an on-line education using Microsoft Teams as the main resource; pupils are set work by their class teacher planned from the National Curriculum
- To provide alternative work and resources for families not on-line or with limited access (or no access) to IT.
- To provide feedback on work completed on Class Dojo in Foundation Phase. In KS2, feedback is given on individual work by using the editing/comments section on Office 365 tools.

Microsoft Teams is our main vehicle for delivering Home Learning. Each class has a Team with multiple owners in case of teacher illness. In addition, FP will continue to utilize Class Dojo for communication. Year 5 are also trialing the use of Class Dojo in Key Stage 2. Key Stage 2 will communicate via Teams or email.

Storage of Work

Foundation Phase

Work will be shared on Class Dojo, j2e or through a shared folder on One Drive.

Key Stage 2

Key Stage 2 children are trained in using their One Drive and shared folders as a place for them to share/save their work.

Teams

General should include:

1. General information
2. Letters
3. Half termly topic plans
4. Homework menu
5. Weekly home learning plans (if needed).

Children should only post in this area.

Literacy Channel should include:

1. Resources for home learning activities (if necessary)
2. Spelling/phonics tasks
3. Support materials for reading at home, e.g. Questions to ask when your child is reading

Numeracy Channel should include:

1. Resources for home learning activities (if necessary)
2. Number work appropriate for the children in your class, this could include times tables, four operations and place value or any additional skills the children may need reinforcing

Topic Channel should include:

1. Resources for home learning activities (if necessary)

This should be a balanced mix of activities from the other AoLEs

In the event of a lockdown, weekly home learning plans should include:

NURSERY AND RECEPTION

3 Literacy

3 Numeracy

3 Topic

YEAR 1 – YEAR 6

5 Literacy

5 Numeracy

5 Topic

Every effort should be made to offer varied activities. Provide pre-recorded lessons when appropriate.

Digitally Excluded Pupils

Advice from County needed.

Acceptable usage for staff

Regardless of the current global events, it is important for staff to:

- follow the normal school procedures and codes of conduct
- only use school-authorised accounts or platforms when corresponding with students and parents/carers
- maintain professional boundaries on social media and avoid sharing personal mobile numbers or accepting or requesting students or parents/ carers as 'friends' on personal accounts
- understand and follow our reporting and referral procedures for disclosures and duty of care concerns.

It is recommended that staff:

- revisit our online safety and mobile device usage policies
- make online behavioural expectations clear to students
- Model good practice when using technology.

Online behavioural expectations for staff:

- adhere to professional boundaries in terms of conversations with children and parents
- ensure any photos or video recordings take place in communal locations such as living room, not bedrooms - background can be blurred if necessary
- appropriate clothing in videos
- Staff need to be available for communication with children and parents between 8:30 and 3:30p.m. Teachers will respond to queries as soon as possible.
- when teaching using live videos, ensure child is not alone and a responsible carer is supervising, also ensure video chats are group based/class based, never 1:1
- log any live chats with classes including participants
- Ensure children leave chat first

See also information on https://swanseavirtualschool.org/cpd-3/how-to/