



## Remote Learning

“The DFE expect schools to have the capacity to offer immediate remote education. Schools are expected to consider how to continue to improve the quality of their existing offer and have a strong contingency plan in place for remote education provision by the end of September 2020. This planning will be particularly important to support a scenario in which the logistical challenges of remote provision are greatest, for example where large numbers of pupils are required to remain at home”.

**Department for Education**  
**2020**

***Review Date 12/02/2021***

## **Campus or Centre closure**

Where a Campus or Centre closure is necessary, students should continue to follow their normal timetable remotely.

Teaching Staff should ensure the following –

- Remote classrooms are created and populated with the correct students on Microsoft Teams.
- Where a full closure has taken place, sufficient learning materials should be posted via the appropriate channel. This should be proportionate to the learning content that would take place within centre. This can either be set as a block of learning for students to work through, live lessons calendered in line with the Centre timetable, or on a lesson-by-lesson basis via digital resources. Enrichment cannot be covered virtually.
- Staff should carry out a weekly 'check in' with learners who are working remotely to track progress. This should be done in the guise of a Teams message, chat or feedback on returned work in the first instance.
- As part of 'Safe and Well' checks, staff should support young people in ensuring they have the correct login details for Teams and are clear on what work needs to be completed.
- All staff will need to have access to Teams Classrooms.
- Where learners do not have access to digital resources, paper based activities should be posted as an alternative. Teachers should utilise Teaching Assistants to populate work-packs as a supportive measure. This should be stored centrally in reception so they can be posted with immediate effect. We will arrange a weekly collection of paper-based resources to be returned to Centre on the Friday fortnightly.
- Work packs should be populated on a Thursday fortnightly and delivered to learners as part of the fortnightly collection which takes place on a Friday.
- Registers should be taken for each virtual lesson attended and reported to SG.
- Marking and assessment of work should continue as normally as possible. Feedback can be given online or via student email. Online assessment can also be used, should subjects have access to other alternative resources i.e. doddle.