

St. Enda's National School

Remote Learning Plan

January 2021

In response to this time of uncertainty regarding school closures, we have updated this policy to outline how the school will maintain the link between school and home. In the event of another whole or partial school closure, we aim to continue to communicate with our pupils through various means.

We recognise that online safety is of huge importance and the aim of this document is to help to protect both school staff and pupils, while teaching and learning online.

This policy does not set out to replace our Mobile Phone or Acceptable Usage Policy. Rather, it is proposed as an important addition to the area of learning from a digital platform. The policy presented here should be read also in tandem with our school's Code of Behaviour Policy and Anti-Bullying (including Cyber Bullying) Policy.

The primary obligation of all schools is to the welfare of the learners in their school. This policy, therefore, seeks to ensure that remote learning is safe for all student learners and that personal and sensitive data is also protected under GDPR legislation. Schools must ensure that learning takes place in an environment that is respectful and fair and meets its statutory duties.

This Policy has been formulated in accordance with the provisions of the Department of Education and relevant sections of:

- a) The Education Act (1998)
- b) Education (Welfare) Act (2000)
- c) Equal Status Act (2000)
- d) Education for Persons with Special Educational Needs Act (2004)
- e) Disability Act (2005)
- f) Children First Act (2017)
- g) GDPR
- h) Data Protection Act (2018)
- i) Department of Education: Child Protection Procedures for Primary schools
- j) NEWB Guidelines for Developing a Code of Behaviour (2008).
- k) DES Guidance on Continuity of Schooling for Primary Schools (May 2020)
- l) DES Guidance on Continuity of Schooling: *Supporting Primary Pupils at very High Risk to Covid 19* (August 2020).
- m) Guidance on Remote Learning in a COVID-19 Context: September – December 2020

This is a working document. As we continue to explore options available to support distance learning, the document will be updated accordingly by the Principal in consultation with the staff.

Context

Teaching and Learning is always evolving, especially, as we move deeper into the 21st century. Developments in IT provide us all with great opportunities as learners and teachers. Never before has there been greater scope to learn using technology and it continues to change the learning relationship between teachers and students. Advances in technology mean that assignments can be delivered remotely and that greater access to information on the internet affords the opportunities for real learning to take place under the watchful and professional guidance of the teacher. However, whether a child is being directed remotely or via a traditional classroom environment, it is very important that all partners are aware that once a learning exchange takes place between a student and teacher, whether at home or school, the same statutory rules apply i.e. the school's Code of Positive Behaviour and all of the school's policies apply.

We recognise that online collaboration is essential for distance learning and that families are in favour of increased opportunities to maintain the connection between school and home. St. Enda's N.S. uses a variety of child friendly, online tools, which assist in providing more effective teaching and learning, while also enabling greater communication between staff, families and students.

Guidelines for good online communication in St. Enda's

1. Under no circumstances should pictures or recordings be taken of video calls by parents/guardians or children.
2. Staff, families and students are expected to behave in an appropriate, safe, respectful and kind manner online.
3. It is the duty of parents/guardians to supervise children while they are working online and to ensure that any content submitted to their teacher is appropriate and related to the tasks assigned.
4. Any electronic forms of communication will be for educational and welfare purposes and to allow for communication with families.
5. Students and staff will communicate using tools which have been approved by the school and of which parents have been notified: Seesaw, Zoom, Aladdin Connect, Phone and Email. Permission will be acquired before setting up a profile for a pupil on a communication forum. This was provided by most parents in September 2020.
6. For video/Zoom calls, parents will provide consent for Zoom classes by registering for such calls through the link communicated via the parent/guardian's email address / phone number. For one-to-one support sessions, a parent/guardian must be present during Zoom calls.
7. For security reasons, passwords will be provided to families, where applicable.
8. St. Enda's N.S. cannot accept responsibility for the security of online platforms, in the event that they are compromised.
9. Contact with families will be made through Aladdin, SeeSaw, Zoom, Emails and calls.

St. Enda's National School will use four online platforms for communicating and connecting with families/pupils; Aladdin, Email, Zoom and SeeSaw. Our 'Remote Teaching and Learning Plan' will include a combination of assigned work, pre-recorded lessons via Seesaw and live sessions via Zoom.

Protocols for staff and Parents

Staff

1. Staff are available to work a normal working day with breaks and are encouraged to maintain a proper work/life balance.
2. Each week, an overview of the week's work will be shared with parents. Each morning, more detailed work will be posted, along with supporting materials including teaching videos as appropriate.
3. Teachers will respond to emails/messages in a timely fashion. Feedback will be provided to pupils on work submitted also. This may be in the form of an email, SeeSaw message or voice note.
4. Teachers will maintain a record of teaching, learning and support activities eg phone calls, during remote learning
5. Each class will hold a weekly Zoom meeting to give pupils a chance to see their classroom staff and friends, and allow a continued sense of connectedness to the school.

Parents

1. The main points of communication with your class teacher will be SeeSaw. Email may also be used. Overall school communication will continue via Aladdin.
2. If you need assistance in accessing any of the digital supports, your class teacher is your first point of contact.
3. Ongoing communication with your class teacher is encouraged, for supplementary work/feedback on work submitted.
4. If you require additional IT support, please contact the school so that supports can be put in place.
5. For online meetings via Zoom, please ensure your child is supervised in a family area.

Remote Teaching and Learning Provision specifically for the following Covid 19 related scenarios

Provision for children who are at very high risk to Covid 19:

The school (an SEN teacher / teacher assigned from Wexford Education Centre) will engage directly with relevant parents, regarding remote educational provision for children who are deemed to be at **very high risk** to Covid-19 (see HSE Guidelines) where medical certification has been provided to the school.

Provision for all other children who are instructed to self-isolate by their GP or HSE Public Health, educational provision will be provided as follows:

1. **Children who are awaiting Covid 19 test results for themselves or a family member and have been instructed by their GP to isolate at home for a few days.**

These pupils will be supported by their class teacher / SEN teacher to catch up on their learning on their return to school. They can continue to access the homework activities via Seesaw.

2. **Children isolating at home on instruction from their GP due to a confirmed case within their own family/close contact outside of school (14-day isolation period).**

SEN teacher will link in with the pupil via See-Saw. SEN teacher / Class teacher will link in with the parent via phone / email as deemed appropriate. If the child has SNA access the SNA should also link in with the pupil via Seesaw daily.

3. **School POD instructed by HSE Public Health to self-isolate.**

SEN teacher will link in with the pupils via See-Saw. SEN teacher / Class teacher will link in with the parent via phone / email as deemed appropriate. If a member of the Pod has SNA access the SNA should also link in with the pupil via Seesaw.

4. **School bubble (whole class) instructed by HSE Public Health to self-isolate (14-day isolation period).**

The Class Teacher will engage with the bubble daily on Seesaw. English, Maths and one other subject will be provided daily. These lessons can be delivered via a combination of the approved tools engaging with pupils, using a blended approach of pre-recorded lessons, Seesaw and Zoom. SEN teachers will liaise with the class teacher and support learning for children with SEN. If the child has SNA access the SNA should also link in with the pupil via Seesaw daily in consultation with the class and SEN teacher so the family is not overburdened.

5. **Whole school closure as instructed by HSE Public Health (duration of closure will be advised by Public Health)**

The Class Teacher will engage with the bubble daily on Seesaw. English, Maths and one other subject will be provided daily. These lessons can be delivered via a combination of the approved tools engaging with pupils, using a blended approach of pre-recorded lessons, Seesaw and Zoom. SEN teachers will liaise with the class teacher and support learning for children with SEN. If the child has SNA access the SNA may also link in with the pupil via Seesaw in consultation with the class and SEN teacher so the family is not overburdened.

Please note that the current situation is quite fluid and these circumstances may vary throughout the year.