



1. Statement of School Philosophy

St. Julie's Catholic High School will support our children and parents in the best way possible to make learning purposeful and holistic. Our strategy for remote learning outlines how we do this.

2. Aims

This Remote Education Policy aims to:

- Deliver the full school curriculum in school and at home
- Ensure consistency in the content available for remote learning for all pupils (including SEND) who aren't in school through the use of quality online and offline resources and teaching videos
- Provide clear expectations of all members of the school community with regards to the delivery of high-quality remote learning
- Consider continued education for staff and parents (e.g. CPD, Supervision)
- Provide effective communication between the school and families to support attendance, motivation, health and wellbeing.
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3. Who is this policy applicable to?

- A child who is absent because they are awaiting test results and is required to self-isolate.

Remote learning will be shared with families when they are absent due to Covid related reasons.

4. Content and Tools to Deliver This Remote Education Plan

Resources to deliver this Remote Education Plan include:

- Online tools for KS3, 4 and 5
- Use of pre-recorded videos, instructional videos and assemblies, e.g. Chaplaincy website
- Access to Microsoft Teams
- Phone calls home
- Printed learning packs
- Physical materials such as story books and writing tools
- Use of BBC Bitesize, Oak Academy, fully resourced VLE, Educake, MathsWatch, Active Learn and GCSE Pod

NB. The above strategies will be determined by the subject teachers in line with individual competencies and available resources, e.g. this may apply to staff who are self-isolating and will have additional constraints at home.

The detailed remote learning planning and resources to deliver this policy can be found here:

- Contingency action plan – in-house curriculum and remote learning
- Safeguarding policy
- Behaviour for Learning policy
- GDPR regulations

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5. Home and School Partnership

St. Julie's Catholic High School is committed to working in close partnership with families and recognises each family is unique and because of this remote learning will look different for different families in order to suit their individual needs.

Where possible, it is beneficial for young people to maintain a regular and familiar routine. St. Julie's Catholic High School would recommend that each 'school day' maintains structure.

We would encourage parents to support their children's work, including finding an appropriate place to work and, to the best of their ability, support pupils with work encouraging them to work with good levels of concentration.

Every effort will be made by staff to ensure that work is set promptly. Should accessing work be an issue, parents should contact school promptly and alternative solutions may be available. These will be discussed on a case-to-case basis.

All children sign an 'Acceptable Use Policy' at school which includes e-safety rules and this applies when children are working on computers at home.

6. Roles and responsibilities

Teachers

St. Julie's Catholic High School will provide a refresher training session and induction for new staff on how to use the school's VLE.

When providing remote learning, teachers will be available between 9.00am and 3.15pm, unless teaching, assisting students in school or on lunch break.

If they are unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure.

When providing remote learning, teachers are responsible for:

- Setting work:
 - Teachers will set work for the pupils in their classes in line with the common lesson format
 - The work set should follow the usual timetable for the class had they been in school, wherever possible
 - Weekly/daily work will be shared with each class
- Providing feedback on work:
 - All completed formal assessments/homework submitted receive teacher response and comments each week as per the marking policy
- Keeping in touch with pupils who aren't in school and their parents:
 - If there is a concern around the level of engagement of a pupil/s parents should be contacted via phone to assess whether school intervention can assist engagement.

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- All parent/carer emails should come through the school admin account (reception@stjulies.org.uk)
- Any complaints or concerns shared by parents or pupils should be reported to a member of SLT– for any safeguarding concerns, refer immediately to the DSL

Teaching Assistants

Teaching assistants will be available between 9:00am and 3:15pm.

If they are unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure.

During the school day, teaching assistant must complete tasks as directed by their line manager.

Senior Leaders

Alongside any teaching responsibilities, senior leaders are responsible for:

- Co-ordinating the remote learning approach across the school including daily monitoring of engagement.
- Monitoring the effectiveness of remote learning
- Monitoring the security of remote learning systems, including data protection and safeguarding considerations

Designated safeguarding lead

The DSL is responsible for managing and dealing with all safeguarding concerns. For further information, please see the Safeguarding and Child Protection Policy.

Information Services staff.

These are responsible for:

- Fixing issues with systems used to set and collect work
- Helping staff with any technical issues they're experiencing
- Reviewing the security of remote learning systems and flagging any data protection breaches to the data protection officer
- Assisting pupils and parents with accessing the internet or devices

The SENCO

Liaising with the ICT technicians to ensure that the technology used for remote learning is accessible to all pupils and that reasonable adjustments are made where required.

- Ensuring that pupils with EHC plans continue to have their needs met while learning remotely, and liaising with the headteacher and other organisations to make any alternate arrangements for pupils with EHC plans and IHPs
- Identifying the level of support

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The Business Manager

- Ensuring value for money when arranging the procurement of equipment or technology.
- Ensuring that the school has adequate insurance to cover all remote working arrangements.

Pupils and parents

Staff can expect pupils learning remotely to:

- Complete work to the deadline set by teachers
- Seek help if they need it, from teachers
- Alert teachers if they're not able to complete work

Staff can expect parents with children learning remotely to:

- Make the school aware if their child is sick or otherwise can't complete work
- Seek help from the school if they need it – if you know of any resources staff should point parents towards if they're struggling, include those here
- Be respectful when raising queries or concerns known with staff

Governing Body

The governing body is responsible for:

- Monitoring the school's approach to providing remote learning to ensure education remains as high quality as possible
- Ensuring that staff are certain that remote learning systems are appropriately secure, for both data protection and safeguarding reasons

7. Links with other policies and development plans

This policy is linked to our:

- Safeguarding
- Behaviour policy
- Child protection policy
- Data protection policy and privacy notices
- Online safety acceptable use policy
- Digital and hardware Development Planning

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