# . Glasshouses School Staff Roles and Responsibilities – Remote Learning
**There are 2 general scenarios outlined below; the first scenario where a child is not permitted to attend school and the second outlines the actions in the case of a whole bubble not being permitted to attend school.**

**We will implement remote learning from a child's second day of absence, when related to Covid**

| Circumstance | Remote learning |
|---|---|
| A child in my class *(and their siblings if they are also attending Glasshouses Primary)* is absent because they are awaiting test results and our household is required to self-isolate. The rest of their school bubble are attending school and being taught as normal. | • **Maths lessons** - **Staff will email resources for the lesson to admin. Admin will email these resources to the parent/carer**. These resources will follow on/mirror the maths being covered in the classroom at that time. This may be a combination of white rose maths videos, the screens shared in the classroom and resources/worksheets used in the classroom. **Answers will be provided for self-marking at home by staff via admin.**<br>• **English/Phonics tasks** – **Staff will email resources to admin. Admin will email these resources to the parent/carer**. These resources will follow the sequence of learning happening in the classroom. The quantity will be dependent on age/stage of the child. **Some/all of these will be 'handed in' to you as class teacher for marking. Staff will be responsible for feedback for next steps, supported by admin.**<br>• **Topic task** – **Staff will email resources for the lesson to admin. Admin will email these resources to the parent/carer.** Staff will need to make adaptions for resources available at home such as drawing with pastels.<br><br>**In this scenario, staff are responsible for sending work (in good time) to admin to email to parents/carers. Admin will ensure that any work emailed or sent in is given to the class teacher.** |
| My child's whole bubble is not permitted to attend school because they, or another member of their bubble, have tested positive for Covid-19.<br><br>We enter another 'lockdown' with total school closure. | • **Maths lessons** will be uploaded to the 'Home Learning Tab' on our website. The work set will follow the sequence of learning in maths that would have been covered in the classroom at that time. This may be a combination of white rose maths videos (the scheme used in school), the screens shared in the classroom and resources/worksheets used in the classroom. Answers will be provided for self-marking at home.<br>• **English tasks** will be uploaded to the 'Home Learning Tab' on our website. The work set will follow the sequence of learning in English that would have been covered in the classroom at that time. The quantity will be dependent on age/stage of the children. Some/all of these will be 'handed in/sent' to the class teacher for marking and feedback. This will include spelling, grammar, writing and reading.<br>• **Small group video learning/Zoom lesson -** which will look different depending on the age of the children. This may be guided reading sessions, maths sessions or writing sessions delivered by the class teacher. The sessions will run throughout the hours of the usual school day in small groups. The frequency of when your child's sessions will occur will be communicated by your child's class teacher/admin by email to join zoom meetings.<br>• **Topic task(s)** will be uploaded to the 'Home Learning Tab' for children to complete and hand in virtually. This will be lessons that would have happened in class this term which can be most easily adapted to remote learning.<br>• **1:1 support/SEND** if a child receives 1:1 support or is on our SEND register and they are isolating, a more bespoke programme of support will be set up. This may include phone calls / video chats with the child's 1:1 support. They will usually be expected to still complete the learning set, with adaptions.<br>**In this scenario, staff are responsible for the uploading of work, however, admin will support in the administration of parent contact, including invitations to zoom lessons.** |

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## Important Information

In these unprecedented times, our main focus is in the continuity of education and on ensuring that ALL pupils make progress, whether their attendance has been interrupted or not.

With this in mind, all work completed at home or remotely will be put into school book to ensure that the learning journey for all pupils is consistent.

Whilst we have extremely high expectations about the quality of work and presentation in school, we recognise that the quality work carried out at home may be variable for a variety of reasons.

Any gaps in learning or misconceptions noted during remote learning will be addressed by the class teacher upon the child's return to school.