Parents and Carers guide to remote education

Updated: March 2022

In line with the latest Government guidance and the 'remote education temporary continuity directive', children will continue to be offered remote education when they are:

- At home isolating as they have tested positive for Covid; they are only expected to learn from home if they are well enough to do so
- In line with any changes in Government guidance as we are notified

Further guidance is available here [What parents and carers need to know about early years providers, schools and colleges - GOV.UK (www.gov.uk)](https://www.gov.uk)

Once teachers are aware that a child is absent from school having tested positive, they will contact you to see if your child is well enough for remote education. If you feel they are well enough, remote education will be sent, otherwise we ask that you contact the teacher to let them know when you would like this sent to your child.

What is taught to pupils at home?

Our remote education is designed to reflect the teaching and provision delivered in school, within the restrictions of the timings for learning at home.

The Government set out that these timings will be matched to the equivalent length of core teaching that pupils receive in school which is

- Key Stage 1 – 3 hours a day on average, with less for younger children in year 1 and Year R
- Key stage 2 – 4 hours a day

In years 1-6 we will continue to provide a focus on reading and phonics since these skills allow children to access all other learning, as well as maths, online safety, PE and physical activity and subjects which continue to be delivered through our Discovery curriculum. We will continue to use apps such as Purple Mash, AR, Spelling Shed, Phonics Play and so on.

In year R, we will continue with the same approach that is used in school, using Tapestry to communicate and celebrate achievements for our youngest children.

We will provide access to online reading sites which support reading for pleasure, as well as developing phonics for our early readers. Parents can request reading books where they are unable to access these online, such as our families who have no broadband/limited mobile signal. These can be changed when necessary.

What about if I don't have access to technology to support my child?

We are aware from our previous parents survey that the majority of children either have their own device, or access to a shared family device to learn remotely. However, if this is not the case, please contact us so we can see how best to support you. Our learning platform can also be accessed on Playstation and Xbox.

We do have a number of laptops which can be loaned for the period of time that your child is isolating whilst they remain infectious but otherwise well.

How will my child be taught remotely?

We use a combination of the following approaches:

Year R

- Year R will continue to use Tapestry to access their learning

Years 1-6

- Will continue to use Microsoft Office 365 and Teams. Every child has a login – although if they have not accessed their account since the lockdowns the password may need changing. You should be able to do this yourself via the 'forgot password' link when logging in

Resources which **may** be used:

- Pre-recorded Timu teacher lesson inputs. These could feature any of the 4 teachers from your child's year group, not just only your child's teacher
- Video lessons from well recognised sites, such as BBC BiteSize, Oak National Academy or White Rose Maths
- Resources to support learning, such as word mats, word banks, knowledge organisers, links for research websites and so on
- Links to apps used by your child, such as Purple Mash, TT Rockstars, AR, Phonics Play and so on
- Online and 'off-line' activities which your child can complete. These can be returned via the Teams platform
- Online reading portals – such as Get Epic which uses AR levelled books as well as a huge range of reading for pleasure non-fiction and fiction books. For some children we can also offer books loaned from school where no technology is available to use these platforms
- Pupils can message their teachers for support through Teams
- If your child remains well, but continues to be off school as they are infectious, your child's class teacher may arrange a Teams call with their class if this is appropriate and your child does not find this stressful

Please let us know how we can enable your child to speak with their teacher to get support and feedback if you have no broadband or limited mobile signal.

How will my child access remote education in years 1-6?

We will continue to use Tapestry for Year R and Teams for Years 1-6. All work can be accessed this way by your child and submitted back – either as an assignment which is returned, or by taking photos and sending these back in Teams. A parent guide to using Teams is available on our website.

What do you expect from us as parents and carers?

In line with the current guidance, your child should stay at home whilst they are unwell and remain infectious. If your child is unwell, they are not expected to undertake learning at home.

Please see this guidance for more information about how long children should stay at home and how to tell whether they are infectious – please note it is subject to change by the Government.

[Coronavirus (COVID-19) symptoms in children - NHS (www.nhs.uk)](www.nhs.uk)

[COVID-19: people with COVID-19 and their contacts - GOV.UK (www.gov.uk)](www.gov.uk)

The remote education is designed to help your child learn along with their class and be accessible with minimal support. The remote education is in line with national guidance expectations, but we are realistic about the demands placed on you when working from home, caring for wider family and juggling the needs of your children. If your child is on the SEND register and struggling to access their learning due to their learning needs, please contact the SENCo and the class teacher.

The schools contact parents and carers to let them know about rising cases and where additional mitigation is put into place. In line with Government guidance, staff and pupils are not expected to take part in asymptomatic testing. Pupils should return to school as soon as they can in line with Government guidance as school attendance is mandatory for all pupils of compulsory school age.

For more information about supporting your child, please see [Supporting your children's remote education during coronavirus (COVID-19) - GOV.UK (www.gov.uk)](www.gov.uk)

How do I contact the teacher? What if the teacher is unwell?

For years 1-6, you can use the class email address in the format classname@timu-mat.org.uk e.g. Owl@timu-mat.org.uk Please only use this email address for communicating around remote education, particularly when the teacher remains in school teaching as well as supporting children who may be learning at home. For children in year R you can continue to use Tapestry to communicate and share with the class team. Please be aware that Teams is for the use of your child/ren and should not be used by parents to communicate with teachers.

Please continue to be respectful when making any complaints or concerns known to staff. If your class teacher is off-sick, then other members of the Timu team will do their best to arrange to cover any of your emails and questions and work from your children. Please be patient in this instance, as our class teams are working extremely hard to support all families and children.

How will you assess my child's work and progress?

Your child's class teachers will review daily all work that is submitted to them on Teams. Some work will be 'returned' with some written feedback and/or specific comments in the body of the work to identify to your child where their work can be improved – this is usually done in school with verbal feedback. Sometimes whole class feedback will be given in the Posts section underneath the assignment – again this is something that would be normal practice in the classroom. The teachers can also use quizzes and apps such as TT Rockstars and Spelling Shed to assess your child's learning.

Not all work will be returned with written feedback – again our approach in school is that we only use written marking where it can benefit and improve your child's learning. Your teacher will use the work your child has submitted to check on their learning and understanding and help them to continue to progress.

My child has additional learning needs – what help will they get?

Where your child is on the SEND register, the SENCo will assess what additional resources your child will need to help them learn at home. This may include Irlen coloured paper exercise books or filters or resources such as fiddle toys. If this is the case, she will contact you to arrange for the resources to be collected on loan.

Teams provides Immersive Reader which can be found in many apps – look out for this icon – sometimes it can be found in the View menu if it is not obvious on-screen.

- In this you can get the computer to read the text using the ▶ button

- Click the A̲A̲ button to change text preferences, including text size & spacing and change the background colour to help children with Irlen visual processing difficulties

- Click the 📄 button to switch on syllables to help your child break the words down when reading

- Click 📖 the button to add a reading ruler to show less text on the page (helps some dyslexic and ASD children) or convert the whole text into another language if your family speak another language at home so you can understand the text more easily

- Clicking on a word will call up a picture dictionary to help children understand the meaning of the word

How can I support my child to be safe online?

Please continue to be mindful about the other apps that your child is accessing online and keep conversations going with your child about what to do if they see something online that makes them uncomfortable. Latest research by Internet Matters highlights that talking more to children about their online lives can have a real benefit, rather than just giving advice – obviously this needs to be in line with the age and stage of development of your child.

Your child's class team will contain all the apps and website links your child will need to use, so this will keep them safer whilst doing their learning online. However, it is important that age appropriate parental controls are on digital devices and that filters are in place to block malicious websites. Here are some other resources that are Government recommended:

- Thinkuknow provides advice from the National Crime Agency (NCA) on staying safe online
- Parent info is a collaboration between Parentzone and the NCA providing support and guidance for parents from leading experts and organisations
- Childnet offers a toolkit to support parents and carers of children of any age to start discussions about their online life, to set boundaries around online behaviour and technology use, and to find out where to get more help and support
- Internet matters provides age-specific online safety checklists, guides on how to set parental controls on a range of devices, and a host of practical tips to help children get the most out of their digital world
- London Grid for Learning has support for parents and carers to keep their children safe online, including tips to keep primary aged children safe online
- Net-aware has support for parents and carers from the NSPCC, including a guide to social networks, apps and games
- Let's Talk About It has advice for parents and carers to keep children safe from online radicalisation
- UK Safer Internet Centre has tips, advice, guides and other resources to help keep children safe online, including parental controls offered by home internet providers and safety tools on social networks and other online services

Should you have any concerns about your child accessing inappropriate content please do contact the school by phone or using the class email address. Alternatively, you can get support for harmful or upsetting content via:

- reporting harmful online content to the UK Safer Internet Centre
- getting government advice and trusted resources from Educate Against Hate on safeguarding from radicalisation, building resilience to extremism, and promoting shared values

Bullying or online abuse support:

- get advice on reporting online abuse from the National Crime Agency's Child Exploitation and Online Protection command
- get advice and support from Anti-Bullying Alliance for children who are being bullied

How can I access wider support for my child?

If you need to access wider support for your child, please do stay in touch with us to see what additional support we can offer your child and your family whilst you are at home.

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REMOTE EDUCATION
10 TOP TIPS FOR PARENTS

Remote education ensures continuous learning outside the classroom. For parents and carers, remote education isn't always straightforward and there can be a number of factors they need to consider, especially around ensuring their children feel comfortable and are familiar with the whole concept. That's why we've created this guide to help parents and carers support their child in getting the most out of their remote education experience.

1. TAKE AN ACTIVE INTEREST IN YOUR CHILD'S LEARNING

As a parent or carer, your school may have explained how remote education works already, but children may still need help. Take an active interest in their learning and help support them whenever they need a helping hand.

2. MONITOR YOUR CHILD'S COMMUNICATION AND ONLINE ACTIVITY

It's important to remind your child that despite being at home, the same level of behaviour and conduct exists as if they were at school. Encourage them to remain polite, remember their manners and not to post or send any negative comments just because they are behind a computer.

3. ESTABLISH A DAILY SCHEDULE AND ROUTINE

Working from home and trying to learn in a more casual setting that children might associate more with play and a degree of freedom might take a bit of getting used to. Try to stick to a daily routine and use the timetable/schedule that schools have sent home to help children keep on top of their daily learning.

4. ENCOURAGE SCREEN BREAKS AND PHYSICAL ACTIVITY AWAY FROM DEVICES

Remote learning will inevitably require more interaction with computers, laptops and tablets. Teachers will invariably advise on screen breaks; however, it doesn't hurt to keep a check on their time online or encourage them to get some fresh air/exercise.

5. ENSURE YOUR LEARNING DEVICE IS IN PUBLIC SPACE IN THE HOME

It's important to consider where your PC or laptop is placed if live video is being used. Try to keep the background neutral, with no personal information visible and move learning devices out of the bedroom as this could be deemed inappropriate.

6. IMPLEMENT SAFETY CONTROLS AND PRIVACY RESTRICTIONS ON APPS AND SOFTWARE

Dependant on how your school implements remote education, your child may be required to download certain software or apps. Whilst these are likely to be relatively safe to use, like any other new app or platform, parents should still implement safety controls as a precaution.

7. ENSURE YOUR CHILD ONLY USES OFFICIAL SCHOOL COMMUNICATION CHANNELS

It's important that all communication with teachers and school staff is directed through approved school channels, whether that be through the school's online portal or the relevant secure messaging site.
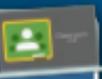
8. FAMILIARISE YOURSELF WITH RELEVANT SCHOOL POLICIES

Schools should have a policy on remote education that they can share with parents. Familiarise yourself with this and ensure you know what is expected of teachers and your child during lessons, both online and offline.

9. MAINTAIN FEEDBACK WITH TEACHERS

Engage in communication with teachers where possible, and try to feed back progress and development as well as any helpful suggestions around the learning process. Be transparent but remain professional and only use official channels to communicate.

10. MONITOR YOUR CHILD'S WELLBEING AND MENTAL HEALTH

Remote education will likely mean that your child won't get the same level of social interaction and might not see their friends for a while. Keep a check on their wellbeing and try to encourage them to get out as much as they can. Whilst learning from home might seem fun and exciting to start to with, missing out on seeing their friends every day might take its toll.

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REMOTE EDUCATION
10 TOP TIPS FOR CHILDREN

Remote education ensures continuous learning outside the classroom. For students, it's the perfect way to ensure they still get the education they need, despite not being at school. However, it also requires a level of discipline and careful planning. That's why we've created this guide to help pupils understand different aspects of remote education and to support them in ensuring their experience is as safe and secure as it can be.

1. TREAT REMOTE EDUCATION THE SAME AS CLASSROOM LEARNING

Despite being at home, it's important to remember the same rules apply as being in the classroom, particularly in respect of behavior and conduct. Focus on learning and don't get distracted by your surroundings.

2. USE CLASSROOM LANGUAGE

If you are encouraged to communicate through emails and online messages, don't use shorthand text speak and write as though you would speak in class. Remember to be respectful and polite and avoid posting negative comments or spamming the chat.

3. TAKE REGULAR SCREEN BREAKS

Whilst remote education might be an exciting experience to begin with, having prolonged periods of time in front of a screen isn't always healthy. Remember to have regular screen breaks where possible and in your spare time, try to get some fresh air and enjoy other activities away from electronic devices.

4. ALWAYS CONDUCT VIDEO LEARNING IN AN OPEN SPACE AT HOME

To get the best experience from remote education, it's important to create the right environment around you. Try to set up a mock 'classroom desk' at home in an open space so parents can supervise if necessary. Avoid bedrooms as this could be considered inappropriate.

5. ONLY COMMUNICATE THROUGH APPROVED SCHOOL PORTALS AND PLATFORMS

It's important that you send messages and any pictures or images required for class through approved school channels, such as internal learning portals or approved platforms. This will help to keep your personal information safe and secure.

6. STICK TO TEACHER RULES AND GUIDELINES AROUND REMOTE EDUCATION

Your school should issue you with guidance on remote education and the rules to follow. Always maintain classroom behaviour and try to remember that you are in a learning environment and not a social setting.

7. DRESS IN SCHOOL UNIFORM

As part of your learning environment, try to maintain school uniform/dress. This will help as part of replicating classroom learning in the home. Try to avoid wearing anything too casual as this could be deemed inappropriate for school.

8. DON'T SHARE PASSWORDS OR OTHER SENSITIVE INFORMATION

In order to begin your online lessons or to gain access to learning materials, you may be provided with login details and passwords. In the same way you keep your personal details private, always keep these safe and never share them with others.

9. DON'T USE SCHOOL PLATFORMS TO DISCUSS PERSONAL MATTERS.

It's important to keep your school communication channels separate from your own personal communication with friends and family. Don't be tempted to engage in casual discussions or send images, videos or links via official school apps or platforms that aren't associated with your learning.
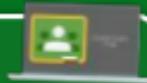
10. LOOK AFTER YOUR MENTAL HEALTH AND WELLBEING.

Remote education ultimately means working alone and missing out on daily social interaction with your friends. If you ever feel frustrated, low or sad, it's important to discuss how you feel with your parents or your teacher. Keeping in touch with friends over the phone or on social media can also help to keep your spirits up.