



'Building a lifelong love of learning in a safe and happy school'

**Blended Learning Policy:  
Supporting learning from  
home - to be used in  
situations whereby home  
learning may become  
necessary  
January 2022**

**Aims**

### **This blended learning policy aims to:**

- Ensure consistency in the approach to remote learning for all children (including those with SEND or other inclusion needs) who are not in school, through the use of quality online resources.
- Ensure the continued mental well-being; physical, social, moral and spiritual development of any children who are not able to access in-school learning.
- Provide clear expectations to all members of the school community with regards to delivering high quality remote learning.
- Ensure regular contact with all children and families during a period of home learning.

### **Who is this policy applicable to?**

- A child who is well but must be absent from school when the rest of their bubble is in school due to:
  - Quarantining following travel abroad to a country, in accordance with current government guidelines.
  - Isolating at home because they have tested positive or are awaiting test results following Covid-19 symptoms.
- A child who is unable to attend school due to both parents (or one if single parent family) having to isolate due to having tested positive for Covid-19.
- Children learning at home due to classes/year groups/the school closing due to staff shortages caused by high numbers of staff testing positive.
- Children learning at home due to the school closing for most children during a local or national lockdown.
- Children who are extremely vulnerable and therefore shielding if government guidelines recommend this – this is with the agreement of the Headteacher.

### **How will we communicate home learning opportunities?**

- Parentmail will be used to send out Home Learning Packs with attached resources. These will include pre-recorded lessons using Loom, Oak National Academy lessons, YouTube video clips, downloadable videos, worksheets and powerpoints, codes for live Zoom meetings.
- If a parent informs the school that they do not have a device at home, an iPad will be provided, on loan.
- If a parent informs us that they have no Wi-Fi and have to use data to access home learning, we will provide them with Wi-Fi access via the BT Free Wi-Fi vouchers scheme.
- By request only, we will provide printed learning packs for collection by parents.

### **Content and tools to deliver remote education:**

- If the class bubble has been closed by school because they need to self-isolate, class teachers will continue to provide Home Learning in the same way.

- If your child is having to self-isolate because parent(s) are isolating and are unable to bring them into school, you are awaiting a test result, or are in quarantine from being abroad, your class teacher will provide you with Home Learning resources.
- If it has been agreed with Mrs Thompson that your child needs to shield, your class teacher will provide you with Home Learning resources.
- IF YOUR CHILD IS ISOLATING AND IS FEELING UNWELL THEY SHOULD BE RESTING AND NOT WORKING.

## **Home school partnership**

Loughton Manor First School is committed to working in close partnership with families to provide high quality learning opportunities for all children.

### Parents are responsible for:

- Supporting their children's work, including finding an appropriate place to work and enforcing online safety, by being present during online lessons
- Informing the school if they have any issues accessing their child's Home Learning resources
- Ensuring the school is notified if their child is sick or otherwise unable to complete the work
- Seeking help from the school in a respectful way should they need it
- Ensuring that work is submitted each week
- Ensuring that whenever possible, their child/ren take part in online live Zoom sessions

### Teachers are responsible for:

- Ensuring they take their laptop home daily to be able to work from home if required
- Planning and creating high quality learning materials each week by midday on a Friday (in the event of a local or national lockdown)
- Planning and creating high quality learning materials within 24 hours if a child or bubble is sent home
- Setting clear expectations of which work they wish to be submitted
- Providing high quality feedback to pupils about their submitted work
- Making follow up phone calls to children who are absent from live Zoom calls or who have not submitted work
- Sharing concerns about the level of engagement of a child with the Headteacher
- Ensuring that two members of staff are present during each Zoom call, although this may not always be visible, for safeguarding purposes
- 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

### Teaching Assistants are responsible for:

- Being available to come into school during all contracted hours, even if not on the rota (during periods of national or local Lockdown)
- Completing supporting tasks as directed by their class teacher
- Making weekly 'well-being' telephone calls to all pupils

SEND Teaching Assistants are responsible for:

- Being available to come into school during all contracted hours, even if not on the rota (during periods of national or local Lockdown)
- Completing supporting tasks as directed by their class teacher
- Working in conjunction with the class teacher to provide SMART targets/outcomes for children with an EHC plan who are at home and ensure children have appropriate resources to complete those tasks

The Senior Leader in charge of SEND is responsible for:

- Ensuring that pupils with EHC plans continue to have their needs met whilst learning remotely
- Liaising with the Headteacher and other organisations to make any alternate arrangements for pupils with EHC plans

Senior Leaders are responsible for:

- Leading and monitoring the effectiveness of remote learning
- Informing the Headteacher of any concerns around the engagement of pupils

The Headteacher is responsible for:

- Checking and sending out Home Learning packs each week (in the event of a local or national Lockdown)
- Carrying out home visits, alongside the class teacher, for pupils who have not been engaging in the Home Learning process, for example those who have not submitted work or attended live Zoom meetings, even after an initial phone call from the class teacher
- Ensuring the well-being of staff through monitoring workload

Governors are 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
- Ensuring that statutory documents regarding Home Learning are uploaded onto the website
- Ensuring that procedures are in place which support parents who are finding it challenging to engage in Home Learning