Remote Teaching and Learning Statement

1. Introduction

In response to this time of uncertainty regarding school closures, we have formulated 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 also be read 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 safeguard 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.

2. Context

Teaching and Learning is constantly 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 pupils. 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 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. Ratoath Senior National School uses a variety of child friendly, online tools, which assist in providing very effective teaching and learning, while also enabling effective communication between staff, families and pupils.

3. Guidelines for good on-line communication in Ratoath Senior National School:

i. Under no circumstances should pictures or recordings be taken of video calls.
ii. Staff, families and pupils are expected to behave in an appropriate, safe, respectful and kind manner online.
iii. 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.
iv. Staff members will communicate with pupils and their families via Seesaw.
v. Any electronic forms of communication will be for educational purposes and to allow for communication with families.
vi. Pupils and staff will communicate using tools which have been approved by the school and of which parents have been notified (Seesaw)
vii. Parental permission will be acquired before setting up a profile for a pupil on a communication forum.
viii. For security reasons, passwords will be provided to families, where applicable.
ix. Ratoath Senior National School cannot accept responsibility for the security of online platforms, in the event that they are compromised.
x. Ratoath Senior National School will use one online platform for communicating and connecting with families/pupils. Our 'Remote Teaching and Learning Plan' will include a combination of assigned work and pre-recorded lessons (Seesaw).

4. Media that the school will use

Aladdin, email and school website

Staff will communicate regularly with parents via Aladdin, email and the school website. All families are asked to check Aladdin and the school website regularly for updates and important information.

Seesaw

The Seesaw Class App is for our pupils to connect to their folder and they then have the option of uploading items to their folder for their teacher to view. This app is used from Third Class to Sixth Class and requires a code which can be accessed through the school. Parental consent is required prior to using this app. Each child will be assigned an individual access code. Some lessons/content will be pre -recorded and uploaded via Seesaw. Teachers will post work for pupils each week on the Seesaw app and work will be checked by teachers on a daily basis.

5. **Rules for pupils using on-line communication**

    For submitting learning:

    i.   Submit work and pictures that are appropriate - have an adult view your work before you upload it.
    ii. Use kind and friendly words.

6. **Guidelines for parents /guardians**

    i.   It is the responsibility of parents and guardians to ensure that their children are supervised while they work online.
    ii. Check over the work which your children send to their teacher, ensuring that it is appropriate.
    iii. Continue to revise online safety measures with your children.

7. **Remote teaching and learning protocols for pupils**

    i.   Check assigned work each week
    ii. Communication may only take place during normal school hours
    iii. The normal school calendar will apply
    iv. The following school policies apply to remote teaching and learning:
         - Code of Behaviour
         - Anti- Bullying Policy
         - Acceptable Use Policy

v. Teaching and Learning best practice will continue to apply, with students expected to present all assignments to the best of their ability and on time, where possible in this evolving and unprecedented situation.

- In so far as possible, provision for SEN students will be made when using Remote Learning methodologies.
- In so far as possible, provision for student at very high-risk to Covid 19 will be made when using Remote Learning methodologies.

8. Remote teaching and learning protocols for parents

i. We ask parents/guardians to ensure protocols for students are adhered to.
ii. Check-in on your child's school work on a daily basis and talk to your child about the work being assigned.
iii. The health and wellbeing of all is paramount. Circumstances may change for any of us unexpectedly, teachers or parents, so please keep schooling in perspective and do not allow anything school related to impinge on your child negatively. You are the primary educator of your child and you make those calls. We encourage a little work every week day for routine. We provide work and guidance and ask parents and pupils to do their best.

9. Remote teaching and learning protocols for teachers/SNAs

i. Check uploaded work each day
ii. Communication may only take place during normal school hours
iii. The normal school calendar will apply
iv. The following school policies apply to remote teaching and learning:
   a. Child Protection Policy
   b. Data Protection Policy
v. Teaching and Learning best practice will continue to apply with students expected to present all assignments to the best of their ability and on time, where possible.

10. 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 will engage directly with relevant parents, regarding remote educational provision for children who are deemed to be at <u>very high risk</u> 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:

i. **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 to catch up on their learning on their return to school.

ii. **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):**

Teacher will link in with the pupil via Seesaw or email.

iii. **School POD (group of four-six) instructed by HSE Public Health to self-isolate.**

Teacher will link in with the pupils via Seesaw or email.

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

Teacher will engage with the bubble daily on Seesaw.

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

Teachers will engage with pupils, using a blended approach of pre-recorded lessons and Seesaw.

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

11. Summary

i. Do what you can, within your circumstances. Forget about following books and workbooks outside of the work set by teachers for the moment.

ii. There will be no school work set for planned school closures/holidays. There will be no interaction on Seesaw or email during these times

iii. Please keep abreast of postings on the school website– it is our main mode of communication going forward.

iv. We ask parents/guardians, students and teachers to ensure protocols are adhered to at all times.

v. If you have yet to connect to Seesaw/school website/email, please do so. If you are experiencing difficulties please contact the school and we will assist you in any way that we can and please contact the school with any further queries you may have.

We thank the school community for adhering to the above guidelines to ensure everyone's safety and welfare.

This plan was ratified by the BOM of Ratoath Senior National School at its meeting on November 30th 2020 and is subject to change, in light of any guidance or instruction received from Department of Education and Skills/HSE Public Health.

Recommended Apps

In addition to a pared back plan of work for your child/children, we suggest the following Apps for your child's use too, if you can access them. If not, do not worry, they are helpful but not essential.

- Cúla 4: Excellent for younger pupils for Irish vocab – very child friendly. There are also videos of your children's favourite cartoons here as Gaeilge (in Irish) which would be useful to watch occasionally to keep up with Irish.
- Doulingo: most suitable from 2nd class upwards. Excellent app. Tests your child Irish ability level at the start and your child works away at their own level for 10 minutes daily.
- Mathduel: For tables. Fun and interactive.
- Starfall: For spellings. Again, very child friendly and useful to keep spellings progressing without feeling like schoolwork.
- Dolch words Apps (there is a wide range available): for the development of sight words.
- Nessy Apps: for pupils with dyslexia or reading difficulties.
- Khan Academy: Useful for older pupils for maths especially.
- Kahoot: for general knowledge and quizzes.
- Toontastic: probably the best app ever for digital storytelling – pupils can devise their own digital story, picking a range of characters, settings, even musical background. They plan a beginning, middle and end to their story and can record their own voices to tell the story.
- Puppetpals: similar to toontastic – useful for younger pupils. They can also record themselves telling the story
- Lightbot – Coding app – super for all ages.