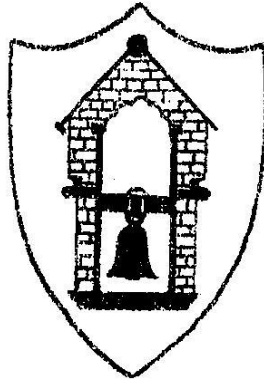


'Roots to Grow and Wings to Fly'

St Bartholomew's C of E First School



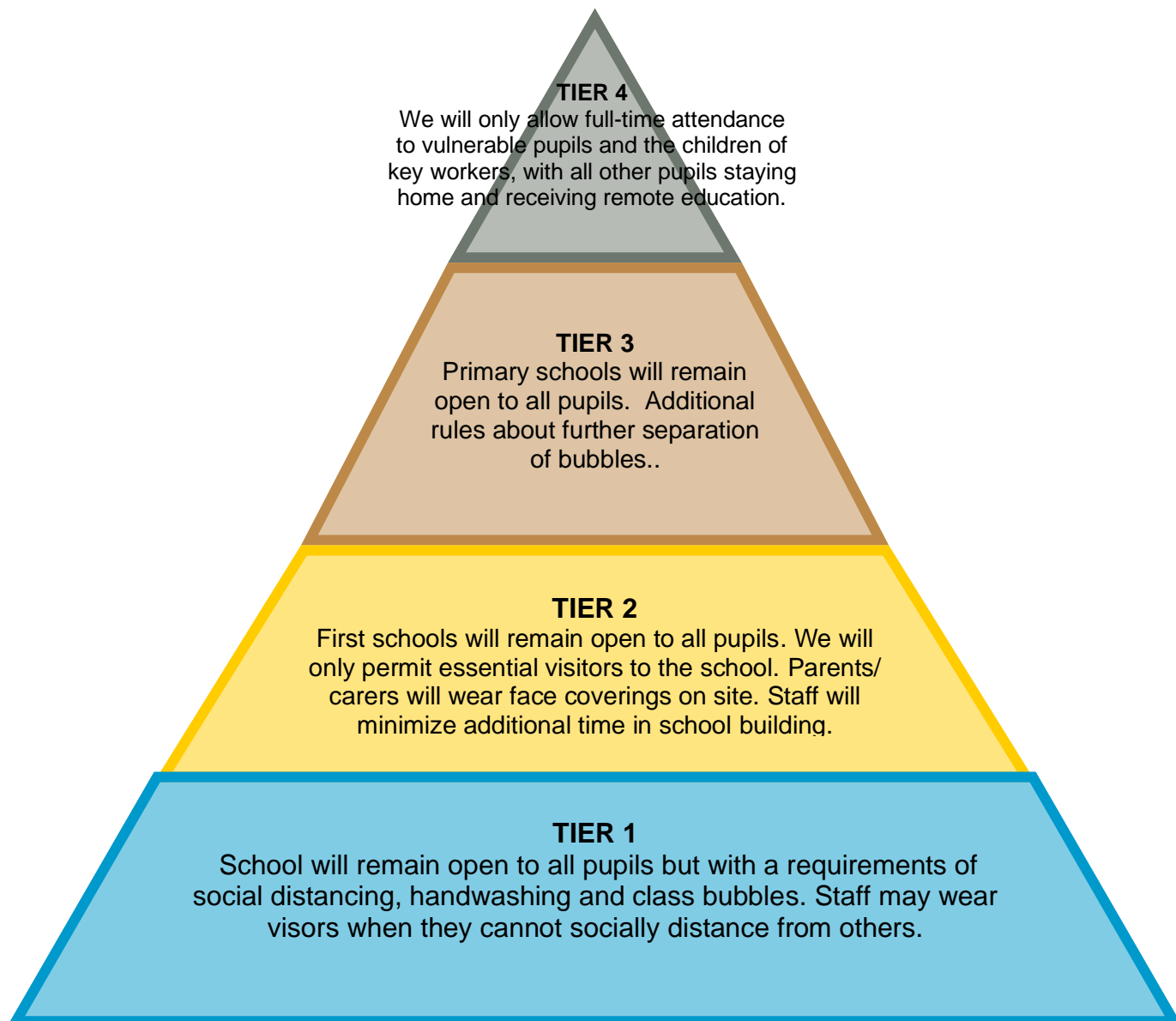
Contingency for Remote Learning

Coronavirus: planning for tiered local restrictions

Here's what the 4 'tiers of restriction' will mean for our school
and the actions we'll take for each one.

Updated November 2020

Summary of our actions at different tiers of local restrictions



TIER	WHAT IT MEANS FOR OUR SCHOOL	ACTIONS WE WILL TAKE
1	<p>We will remain open for all pupils.</p> <p>We will ask visitors to wear face coverings.</p> <p>Staff will be given the option to wear visors when in close proximity to other staff or children.</p> <p>Handwashing and social distancing measures in place. School following staff guidance and risk assessment.</p>	<p>Visitors</p> <ul style="list-style-type: none"> • Visitors will be asked to wear face coverings when moving around communal areas in school, unless they are exempt from wearing one. • All visitors will be asked to follow the visitor protocol. <p>Face coverings</p> <ul style="list-style-type: none"> • We will share information on face coverings with parents/ carers and staff so that everyone knows what to expect. • Staff at lunch times will be offered face coverings and visors. <p>Risk Assessments</p> <ul style="list-style-type: none"> • All measures outlined in our risk assessment will be in place. • Increased cleaning hours to enable the use of STERI-7 which is active for 48 hours on touch. This is used across the whole school touch points on a Monday, Wednesday and Friday mornings. • Social distancing in place for all adults on site. • Bubbles of children kept separate unless socially distanced in an adult-led small group for essential reasons. <p>Pick up and drop off times</p> <ul style="list-style-type: none"> • All classes will have separate pick up and drop off time.
2	<p>We will remain open full time for all pupils.</p> <p>All rules in Tier 1 remain in effect unless they are contradicted by rules in Tier 2.</p> <p>We will only allow essential visitors.</p> <p>Higher risk activities can only be conducted in the hall.</p> <p>Staff will work from home whenever possible – i.e. outside of their outlined hours.</p> <p>Social distancing,</p>	<p>Visitors</p> <ul style="list-style-type: none"> • We will cancel any unessential visitors and only allow those who are essential to the core functioning of the school. <p>Face coverings</p> <ul style="list-style-type: none"> • Parents/carers will be asked to wear face coverings on the school grounds. • Parents and carers will be strongly encouraged to wear face coverings at pick up and drop off. • Staff will be given the option to wear visors whenever they are unable to keep a social distance of 2m. This could include in corridors, at pick up/drop off times or when working with a group. Visors are recommended over face masks to aid communication. • Staff at lunch times will be offered face coverings and visors. • We will review measures for staff that travel between schools or between bubbles to eliminate or minimize risks. This is likely to include the wearing of face visors as a minimum. <p>Pick up and drop off times</p> <ul style="list-style-type: none"> • All classes will have separate pick up and drop off time. • Only necessary items will travel between home and school. Any items sent home will be quarantined first e.g. Christmas decorations <p>Risk assessment</p> <ul style="list-style-type: none"> • We will check our risk assessment against current guidance and we will communicate any changes with all staff and parents. • All classrooms will be checked in order to ensure that surfaces are clear and there is no unnecessary equipment to allow for cleaning. • All internal resource sharing will be reviewed and should be avoided wherever possible. • All staff will review the signage, tape markings and other measures that will ensure the safety of their area. <p>Working hours</p> <ul style="list-style-type: none"> • Staff should work from home whenever possible. This means that they will leave as soon as possible at the end of the school day and any marking or other tasks should be completed at home. • Meetings will all be virtual if 2m distance can't be maintained and no after-school clubs will be running. • Staff should review their marking practices to ensure that they are minimizing risks to themselves and children. Gloves are provided in all classrooms.

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		<p>Higher Risk Activities</p> <ul style="list-style-type: none"> All higher risk activities such as singing, wake and shake, go noodle etc. which involve increased breathing rates can only be conducted in the hall, outside or strictly following the guidance document issued. <p>Staff room</p> <ul style="list-style-type: none"> Staff will be encouraged to have their own resources to ensure there is no unnecessary sharing or cross contamination of resources in the staff room this includes cutlery, cups, tea towels etc. Staff are encouraged to keep their own resources, which they can wash and take away with them. There will continue to be a clear limit to the number of people able to use the staffroom at a time. Priority goes to staff on breaks – staff who are working have timetabled spaces to work in other areas of the school. <p>Attendance</p> <ul style="list-style-type: none"> School attendance is still compulsory unless children have a letter from a pediatrician stating that they should not attend school. <p>To do this, we will:</p> <ul style="list-style-type: none"> Work with our local authority (LA) Maintain regular contact with all of our families Contact a pupil's parent or carer, if the pupil doesn't attend, to find out why and discuss their concerns. <p>Preparation for remote learning</p> <ul style="list-style-type: none"> A questionnaire will have been issued to parents/carers to ensure school have initial information about critical workers/ access to technology Parents/ carers will have been issued video guidance on how to use Google Classrooms and advice to solve issues raised in the questionnaire All home learning will be set via Google Classrooms from 04.11.20 Key messages will be communicated via email and the school Facebook page Any child self-isolating will be issued work via Google Classroom on the 2nd day of isolation at the latest
3	<p>We will remain open fulltime for all pupils.</p> <p>All rules in Tier 1 and 2 remain in effect unless they are contradicted by rules in Tier 3.</p> <p>Timetables will be reviewed so that all bubbles are further distanced – including at pick up and drop off times.</p> <p>No unnecessary transition objects between home and school.</p> <p>All higher risk activities will stop in the school building.</p> <p>We will be fully prepared for remote learning</p>	<p>Face coverings</p> <ul style="list-style-type: none"> Staff will have the option to wear face coverings or visors in communal areas – all activities in communal areas should still be socially distanced. <p>Home/school items</p> <ul style="list-style-type: none"> No unnecessary physical items will travel between home and school. It does not include lunches, drink bottles or coats and books will continue to be quarantined. Teachers will not take marking home and must review how best to manage assessment and feedback within the standard school day. <p>Higher risk activities</p> <ul style="list-style-type: none"> No high risk activities should be taking place in the building – this includes singing, yoga, wake and shake etc. No bubble breaking for children will be permitted under any circumstance. <p>Pick up and drop off times</p> <ul style="list-style-type: none"> All classes will have separate pick up and drop off time. <p>Risk assessment</p> <ul style="list-style-type: none"> We will check our risk assessment against current guidance and we will communicate any changes with all staff and parents. Time tables will be reviewed in order to ensure that there are gaps between different users in each space. External and internal equipment and resources will be allocated to each class and only shared when very necessary after being cleaned and left fallow for 72 hours. We will avoid use of communal indoor areas whenever possible. <p>Attendance</p> <ul style="list-style-type: none"> School attendance is still compulsory unless children have a letter from a pediatrician stating that they should not attend school. <p>Preparation for remote learning</p> <ul style="list-style-type: none"> We will ensure that our remote learning platform is prepared. We will ensure that we have email contact details for all families. We will issue information on home

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		learning platform. We will collect information about critical workers from parents. Ensure laptop loaning arrangements are in place.
4	<p>If asked to do so by the Government we will remain open for vulnerable pupils and the children of critical workers.</p> <p>We will provide remote education for all other pupils.</p> <p>We will maintain the same rules on face coverings onsite as in Tier 3.</p> <p>No visitors other than those stipulated by government guidance will be allowed on site.</p>	<p>Remote learning</p> <ul style="list-style-type: none"> • See below for more guidance on remote learning. <p>Risk assessment</p> <ul style="list-style-type: none"> • We will check our risk assessment against current guidance and we will communicate any changes with all staff and parents/carers. <p>Vulnerable pupils</p> <ul style="list-style-type: none"> • We will strongly encourage vulnerable pupils to continue attending school. To do this, we will: <ul style="list-style-type: none"> • Work with our local authority (LA) <ul style="list-style-type: none"> • Contact a pupil's parent or carer, and (where applicable) social worker if the pupil doesn't attend, to find out why and discuss their concerns • Children attending the school will be in bubbles and social distancing will be enacted for children as well as adults wherever possible – including seating <p>Free school meals</p> <ul style="list-style-type: none"> • We will continue to prepare meals for children on site and provide food parcels or food vouchers for all pupils eligible for free schools meals at home. <p>Shielding</p> <ul style="list-style-type: none"> • In the event that shielding is resumed within the local areas, clinically extremely vulnerable children will not be required to attend school.

What would trigger a move from Tier 1 to Tier 2?

- Increased local lockdown measures
- Increased national lockdown measures
- Advice from Public Health, the DfE or HSE
- A decision from Governors and/or the Headteacher based on local, national or school related factors

What would trigger a move from Tier 2 to Tier 3?

- The closing of a class or bubble due to staff or children testing positive for Covid 19
- Being given notice that schools will be closing due to local or national measures
- Advice from Public Health, the DfE or HSE
- Our area moving to a 'high' risk rating
- A decision from Governors and/or the Headteacher based on local, national or school related
- Factors

What would trigger a move from Tier 3 to Tier 4

- Advice from Public Health, the DfE or HSE
- Local or National Government guidelines

Other measures not outlined could be the need to implement rotation timetables so that children receive a part time timetable. This would only be implemented in line with Local or National Government guidance and all other arrangements would continue as at Tier 4.

Blended/remote learning guidelines:

The aims of our remote learning are:

- We will use a curriculum sequence that allows access to high quality online and offline resources and teaching videos and that continue to follow St Bartholomew's C of E First School curriculum plans.
- To maintain a close check on the welfare and well-being of children.
- We will continue to plan a programme that is of equivalent length to the core teaching pupils would receive in school, including daily contact with teachers through work feedback, questions or video messages.
- We will provide written or clear video explanations of new content using online resources or pre-recorded introductions delivered by school staff for each lesson.
- We will provide printed resources, such as textbooks and workbooks, for pupils who do not have suitable online access. It will be the responsibility of parents/ carers to collect this from the school.
- We will enable teachers to adjust the pace or difficulty of what is being taught in response to questions or assessments, including, where necessary, revising material or simplifying explanations to ensure pupils' understanding.
- We will set learning so that pupils have meaningful and ambitious work each day in a number of different subjects in line with our planned curriculum.
- We will continue to teach a planned and well-sequenced curriculum so that knowledge and skills are built incrementally, with a good level of clarity about what is intended to be taught and practiced across the full range of curriculum subjects.
- We will provide a blended/remote learning curriculum will continue to show children's progress against the school curriculum.

Short-term measures:

Where children are self-isolating awaiting test results:

- Work will only be set where children are self-isolating but not ill. If children are ill there is no expectation that they will complete school work. It is parents/ carers responsibility to let us know where children become ill during self-isolation.
- Work will be set via Google Classroom, unless parents/ carers specifically ask for paper work because they do not have access to technology for their child to access learning and can't photograph written learning as demonstrated in the video guidance issued to all parents/carers on 3.11.20

(link to video issued to parents/carers <http://tinyurl.com/googleclassintro>)

- Work will be given on the 2nd working day after we are notified of the absence or children are sent home. So if a child is sent home on the Monday, work will be provided on the Wednesday at the latest.

- Online work will be set day by day. Paper work will be set for the designated days we have been notified that a child will be absent up to a week. It will then be set in weekly blocks.
- Work will be linked to the work happening in the classroom to ensure a smooth transition back into school.
- Teachers will check in with the family during their absence to see how they are and if they require any additional/alternate work.

Long-term measures:

In a Tier 4 circumstance where children could be learning at home for a more extended period:

- We are now using Google Classroom as our online platform for remote learning supported by our school website and Facebook page.

Staffing:

- Support staff will lead bubbles of children grouped by age. Groups will remain completely separate from one another and social distancing will be enacted for children, in addition to adults, wherever possible – including seating.
- Teaching staff will be working remotely to deliver online teaching, which will be accessed by children at home and at school. Responsibility for curriculum design and delivery rests with the class teacher/ year group teacher – not the support staff managing the group.
- DSL team will be rotaed off teaching, where necessary to lead on pastoral and Safeguarding support.

In our remote teaching:

- Education is statutory. All children will be completing home learning. If any child is not completing their learning then they will be contacted to ask for an explanation as to why.
- If children are unwell they are not expected to complete home learning. It is the parent/ carer's responsibility to inform the school office that their child is unwell by 9am in the morning.
- Remote learning will commence the second working day after the group has been sent home. For example if schools are closed on a Friday then work will be available from Tuesday at the latest.
- All children, whether at home or at school will have access to the same provision. No child will be disadvantaged.
- Work will be set via Google Classroom, unless parents specifically ask for paper work.
- Online work will be set day by day. Paper work will be set in weekly blocks. Parents will be asked to collect work from the school unless they can provide a reason why this is not possible e.g. the whole household is isolating.
- There will be consistency across classes and communication between staff to avoid clashes.
- We will use email as a key form of interaction with parents and will regularly check in with them as a group to see how things are working and what we can do better.
- Long term remote learning may require an adaptation of topic or focus and so may not reflect what children would have been learning in class, however it will still represent the full range of curriculum subjects and ensure coverage of the St Bartholomew's curriculum and skills.

- New learning will be provided to ensure that children are making progress towards the end of year goals.
- If a staff member is unwell then families will be signposted to online learning materials but they may not have access to feedback or daily interaction until the staff member is well enough to return to work.

Sources

- We produced this guidance based on the following sources (all information is up to date as of 4 September 2020):
- COVID-19 contain framework: a guide for local decision-makers, GOV.UK - DHSC
- How schools can plan for Tier 2 local restrictions, GOV.UK - DfE
- Guidance for full opening: schools, GOV.UK – DfE

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