Remote Education Policy

(including children in the EYFS)

The law for remote education in England was updated in **August 2024**. Before that, the specific legal duty for schools to provide remote education due to COVID-19 was first introduced by a temporary direction on **October 22, 2020**, which has since been superseded.

This policy outlines the school's procedures for providing remote education to pupils when attending school in person is not possible. It is designed to ensure continuity of education and aligns with the school's commitment to attendance, safeguarding, and equality duties.

1. Aims and Principles

- **Prioritise Attendance:** In-person attendance is paramount, with remote education used only when a pupil's absence is established and there is no alternative.
- **Ensure Continuity:** Provide high-quality remote education comparable to in-school teaching in length and content.
- **Clarity of Expectations:** Clearly communicate roles and responsibilities during remote learning for pupils, parents, and staff.

2. When Remote Education Will Be Provided

Remote education is offered in limited situations:

- **School Closure:** When the school or a part of it closes due to exceptional reasons like restrictions or safety concerns.
- **Individual Pupil Absence:** For short-term health or recovery issues where the pupil is well enough to learn, agreed with parents/carers and medical professionals, as part of a plan to return to school.

Note: Remote education does not replace addressing attendance issues or disciplinary actions like suspension.

3. Roles and Responsibilities

School Leadership Team (SLT)	Oversee remote education quality and delivery, coordinate plans, and ensure staff training.

Teachers	Set daily work, provide explanations and feedback, monitor engagement, and be available during school hours.
Special Educational Needs Coordinator (SENCO)	Ensure access for pupils with SEND, make adjustments, and liaise with the local authority.
Pupils	Engage with learning, follow online behaviour rules, complete work, and seek support when needed.
Parents/Carers	Support routines and learning environment, ensure online safety, and communicate issues/absences.
Local Authority (LA)	Inform Reading Local Authority for children absent for 15+ days due to health

4. Remote Teaching and Learning

- **Curriculum:** Follow the normal school curriculum as closely as possible.
- **Methods:** Use digital platforms like Microsoft Teams, including live lessons, pre-recorded content, and assignments.
- **Daily Provision:** Provide equivalent core teaching time as in school (e.g. English and maths every morning and a science or foundation subject lesson every afternoon including an element of personal research.
- **Feedback:** Offer regular feedback on pupil progress.
- **Wellbeing and Screen Time:** Be mindful of screen time and allow for breaks.

5. Digital Access and Resources

- Assess digital access and provide loan devices where needed, with user agreements.

6. Safeguarding and Online Safety

- An addendum for remote education is included in the Child Protection and Safeguarding Policy.
- Communication will use approved school channels during school hours.
- Rules for staff and pupil conduct during live sessions are in place.

- Parents are encouraged to use parental controls and discuss online safety with their children.
- Systems are in place for daily checks on pupil safety and engagement.

7. Data Protection

- Adhere to UK GDPR and the Data Protection Act 2018.
- Ensure contact details are not shared improperly and school systems are accessed securely.

8. Review

This policy will be reviewed regularly in line with DfE guidance on remote education and attendance.

Policy Administration

Linked Policies

This policy also needs to be in line with other school polices and therefore should be read in conjunction with the following school policies:

- Safeguarding and Child Protection Policy
- Attendance Policy
- Behaviour Policy
- Data Protection Policy
- ICT and Internet Acceptable Use Policy
- Online Safety Policy
- Teaching and Learning Policy
- Curriculum Policy

Review Schedule

This policy is subject to annual reviews by a member of the SMT unless circumstances require an earlier review.

Update and Review Log

Author	Date	Notes
J Lawson	September 2024	
A Lawson	September 2024	Reviewed