



# Policy for Remote Learning.

## Introduction:

This policy is designed to establish best practice in Canal Way Educate Together in providing remote learning for our school during the COVID pandemic in the following contexts:

- partial closure
- full school closure
- class closure
- pod isolation periods
- individual self-isolation periods
- Very high risk students

This policy was written in consultation with the staff and community, and is based on the following Government Documents:

- [Guidance on Remote Learning in a COVID-19 Context](#)
- [Circular 0074 / 2020](#)

## Planning and Organising.

### Practical Considerations

#### Digital Communication Platforms

CWETNS acknowledge the absence of a Department of Education platform from which we can facilitate distant learning. CWETNS will follow circular 74/2020 which guides schools to the state run PDST website, where platforms are endorsed. The Board of Management approve Google Classrooms, SeeSaw, Aladdin and Zoom as the digital communication platforms for Canal Way Educate Together.

Between staff	Zoom, Google Drive and Aladdin
Between staff & pupils	Seesaw, Zoom & Google Classrooms
Between staff and families	Aladdin, office email.
Between school and staff	Aladdin, Zoom & Email.

### Developing Necessary Skills & Access

- **Staff** will continue to engage with Professional Development Services for Teachers (PDST) on their comprehensive range of blended learning professional development programmes. ICT co-ordinator to continue to coordinate inhouse training.
- **Students** will continue to be supported in using platforms such as Seesaw, Google Classrooms within classrooms where appropriate.

**Equity of Access** will be supported during school closures by continued distribution of ICT resources to families who are challenged in this area. Staff will make use of post, email and phone-calls to link in with families to support them.

**Plans for teaching and learning** will be stored on the Google Drive / Planning

- Long term
- Short-term
- Substitute work

**Contact Details** are kept on Aladdin and the Google Drive by Lead Worker Representative, and overseen by the chairperson and the school principal.

**Collaboration and communication** between parents and school will be ongoing. Surveys and guiding videos were and will continue to be made on an ongoing basis.

**Policies** to be kept updated accordingly and where relevant.

- Acceptable Usage
- Data Protection
- Child Protection
- Distant Learning
- Anti-bullying Policy
- Code of Behaviour

## Personnel & Timetabling

Time	Individual	Pod	Class
<b>08.50 - 10.00</b>	<p>Students complete work sent home in either pack form or through Google Classrooms or See Saw.</p> <p>SEN teacher will engage with the child on Zoom, if the child has access normally.</p>	<p>Children log into Google Classroom &amp; Zoom.</p> <p>Work will be assigned for the day and teaching will be delivered face to face for circa 30 minutes. The children will be given their work for the day, to complete and upload on Google Classrooms as appropriate.</p>	<p>Children log into Google Classroom &amp; Zoom.</p> <p>Work will be assigned for the day and teaching will be delivered face to face for circa 30 minutes. The children will be given their work for the day, to complete and upload on Google Classrooms as appropriate.</p>
<b>10.00 to 10.30</b>	<b>Snack and exercise</b>	<b>Snack and exercise</b>	<b>Snack and exercise</b>
<b>Period2</b>	As above	Children work independently	Children work independently
<b>12.00 – 12.40</b>	<b>Break and exercise</b>	<b>Snack and exercise</b>	<b>Snack and exercise</b>
<b>Period3</b>	As above.	As above.	As above.
<b>Personnel</b>	Class teacher who may be isolating or on COVID leave. SEN teacher if the child has access.	Class teacher who may be isolating or on COVID leave,.	Class Teacher, or SEN Teacher or class teacher who is isolating on COVID leave.

NOTE: If the class teacher is absent during class closure, the management will deploy special education teachers and substitute teachers to cover distant learning if available. Management will do their utmost to have cover for the class, but note that outbreaks in their nature will also disrupt personnel which will in turn cause unavoidable disruption for 'Zoom' opportunities in distant learning.



## Whole School Closure:

During a whole school closure, staff will engage with their classes daily using Google Classrooms, Zoom and See-saw. Staff will endeavour to link in with their classes to present the day's work on Zoom, to enable the children to complete the work. Work will be submitted through Google Classrooms and See Saw.

CWETNS note that many families have multiple siblings in the school and for this reason the following schedule will be followed to enable families to share devices for the daily link-ins.

08.45 - 6th

09.10 - 5th

09.35 - 4th

10.00 - 3rd

10.20 - 2nd

10.40 - 1st

Junior Infants & Senior Infants - See Saw during the day.

Each year will link in with their class for a well-being / catch up session once per week.

If the class teacher is unable to link in with the children because of absenteeism or personal reasons, we will endeavour to substitute with our SET team.

## Very High Risk Students:

CWETNS will follow the guidelines: [Continuity of schooling: Supporting primary pupils who are at very high risk to COVID19](#). should an enrolled student find themselves in this category. CWETNS note that the introduction states: *'It is important to note that the **very high risk pupil** is the pupil with the underlying medical condition and the arrangements in this guidance apply to those pupils only. All other pupils are expected to return to school.*

At the time of writing this document, there are a number of families choosing not to send their children to school because of concerns with family safety. CWETNS will liaise with the families and the Educational Welfare Officer. CWETNS will provide the families with '**step down support**', consisting of the topics covered in class, every fortnight. This provision will be kept under review, and it is noted that this provision is outside all Department of Education guidelines. There will be no facility for submission of work from the students, or feedback from the staff.

## Features of the Provision

While staff will communicate with students daily, it is acknowledged that some pupils may not be in a position to engage with remote teaching and learning each day.

**A blend of guided and independent learning tasks/experiences:** Teacher-pupil engagement will involve both direct teaching by the teacher and the assignment of independent learning tasks for completion by the pupils. Teachers will aim to instruct directly and can use a variety of approaches including pre-recorded video, audio, presentation software, visualisers, online conferencing (ZOOM) and written instructions.

### **Subscriptions:**

CWETNS will continue to subscribe to online learning platforms that have numeracy and curricular content. Eg IXL subscriptions for year 2020 / 2021.

**Appropriate and engaging learning opportunities:** Teachers will ensure that the chosen learning tasks give pupils an opportunity to demonstrate their learning in a clear and concise way. We will adjust the number of tasks usually given in the school setting to take account of the fact that pupils are doing this work from home.

**Learning tasks:** Not all work will be workbook and textbook tasks, and we aim to give opportunity for other methodologies to support high quality learning from home.

**Skills development:** As pupils use ICT and practice self-organisational skills while in the classroom, they will be encouraged to do the same at home in order to further develop these skills.

**Infant and junior classes:** The needs of pupils in the infant and junior classes require distinct consideration. In particular, these young children will be provided with and will benefit from home learning packs that will contain a range of materials to support early literacy and numeracy skill development, specific opportunities for hands-on, active development of early literacy and numeracy skills, opportunities to learn from home using the home environment in an experiential way in subjects such as Social Environmental and Scientific Education (SESE) and the Visual Arts, and opportunities to share samples of learning activities with the class teacher and/or their peers. The staff will use Google Classrooms and SeeSaw where appropriate and suitable.

**Two-way feedback between home and school:** Work will be submitted on platforms and feedback will be given. We will communicate with parents as before through emails and surveys.

**Wellbeing:** Wellbeing activities will be scheduled for remote weekly learning, and the teacher will link in once per week for wellbeing class activities.

*Resources for well being:* Weaving Well Being, Friends for Life, PDST & NEPS.

## **Special Education Needs:**

Students who have access to additional support from Special Education Teachers and / or Additional Needs Assistants, will continue to have support from these staff members, through Google Classrooms, Seesaw, Zoom and phone-calls.

# Assessing and Reviewing the Policy

This policy will be reviewed and assessed as follows

- Surveys will be carried out with the community.
- Levels of engagement will be monitored by staff.
- IXL assessment will be reviewed.
- Remote learning will be on the agenda at staff meetings and shall be discussed.
- Remote learning will be discussed with the Inspectorate.
- CWETNS will adapt and adjust to Government guidelines.
- CWETNS will continue to engage with Continuous Professional Development.
- CWETNS will keep up to date with advancements in technology and platforms.

# Ratification and Communication

This policy will be in operation in the school year 2020, having been ratified by Staff and BoM.

Every teacher will be provided with a copy of this policy for their files.

Date of next policy review: 2022

Signed on Behalf of the Board of Management:

Chairperson: Treasa Ni Mhurchu Date 24/11/2020

School Principal: Jenny Healy Date: 24/11/2020