



Remote Learning Policy



This remote learning policy has been written as guidance for staff and parents/carers during the COVID-19 Pandemic.

Please see VPJS Education Plan for detailed information

What are school's expectations?

- We know learning from home is not the same as learning in school, which is why it is so important all children complete their learning every day.
- We are here to help if this is difficult and someone from school will call to offer their support and check-in with children not completing their home-learning.
- Please help your child get used to this new way of learning as it is something which may unfortunately happen throughout the year.

Parents/Carers and Microsoft Team Acceptable Use Policy

In order to create a safe learning environment for pupils and staff when taking part in Microsoft Team Sessions, the following considerations must be observed:

- Microsoft Teams is only to be accessed by a device in a communal family space. Preferably with a plain background.
- Please join the session in an open communal room in your house (not a bedroom/bathroom). Making sure if possible children have a suitable area to complete their work.
- The photo profile must not be changed. It should be initials.
- None else apart from the child should be on the camera
- Attendees should be dressed appropriately (uniform is not necessary, but they should be fully dressed in clothing that covers top and bottom half of the body. They should not be wearing pyjamas, onesies, nightwear or have hoods up).
- All members of the household must be aware that the session is taking place and make sure that they are also suitably dressed and use appropriate language and behaviour when nearby or in the background.
- Muting & unmuting their microphone when asked.
- Turning on their camera when asked.
- Being organised and ready to learn.
- Refraining from eating during the live lesson.

- An appropriate adult must remain in the same room as the child during the Microsoft Team Session to monitor and ensure they are safe and using it appropriately.
- Recording, photos or screenshots of the Microsoft Team Sessions are not allowed by participants.
- Children must attend the sessions on time.
- The same behaviour expectations that are set within a classroom apply to the Microsoft Team Sessions and the teacher retains the right to terminate a pupil's participation. A school adult throughout all sessions will monitor pupils' online engagement and behaviour.
- Children must not use the private chat function unless messaging the teacher.
- Any work set in assignments must be completed and returned to the teacher in the agreed time frame. (if you are having any problems accessing or completing the work, please contact your class teacher or telephone the school office)
- Test your connection prior to joining the session.

By accepting joining the Microsoft Team Sessions, with parental responsibility, you agree to the terms set out in this document.

If there are any any safeguarding concerns, please telephone the school office (0161 912 5005) and speak to Mr. Wilkinson (Acting Headteacher and Designated Safeguarding Lead) or Miss Tidman (Acting Deputy Headteacher and Deputy Designated Safeguarding Lead).