# **Zetland Primary School**

### ****Remote Education Policy****

**Effective Date:** September 2025  
**Review Date:** September 2027

### ****School Closure & Remote Learning****

In the event of a school closure, Zetland Primary School may implement remote learning to ensure continuity of education. This shift will not occur on the first day of closure, allowing staff time to prepare appropriate resources and routines. If individual pupils are absent for extended periods due to illness or other reasons, every effort will be made to involve them in learning and school activities through remote options or regular communication with their teacher.

### ****1. Purpose****

This policy outlines how the school will deliver remote education in a supportive, inclusive, and age-appropriate way when in-person learning is not possible.

### ****2. Remote Learning Methods****

**a. Live Learning**

* Short live sessions (e.g., morning meetings, story time, guided tasks) via Teams
* Group check-ins for well-being and connection

**b. On-Demand Learning**

* Pre-recorded video lessons
* Daily tasks shared via Google Classroom or Seesaw
* Printable resources for offline use

**c. Offline Options**

* Learning packs for families with limited internet
* Phone support from staff

### ****3. Roles & Responsibilities****

**Teachers**

* Plan engaging, age-appropriate lessons
* Balance screen time with hands-on learning
* Give feedback and communicate with families

**Parents/Carers**

* Set up a calm learning space
* Support children with routine and tasks
* Encourage movement and play breaks
* Communicate any issues to the teacher

**Pupils**

* Try their best to join sessions and complete tasks
* Follow online behaviour rules
* Ask for help if needed

**School Leadership**

* Provide staff training and tech support
* Monitor provision and equity of access
* Ensure inclusion for all learners

### ****4. Access and Inclusion****

* Devices may be loaned to families in need
* Printed packs available where needed
* SEND pupils will receive adapted support
* EAL support will continue remotely

### ****5. Daily Routine & Attendance****

* Daily check-ins or virtual registers will track engagement
* Parents should notify school if a pupil is unable to participate
* Routines help children stay motivated and focused

### ****6. Learning and Assessment****

* Teachers will provide feedback where possible
* Assessment will focus on effort, engagement, and progress
* Formal testing is not expected—focus remains on learning and well-being

### ****7. Safeguarding and Online Safety****

* Live sessions may be recorded for safety
* Pupils should be dressed appropriately and in a shared space
* All communication must be through school-approved platforms
* Parents are encouraged to supervise online activity

### ****8. Online Behaviour Expectations****

* Be respectful and kind during sessions
* Mute when not speaking; raise a hand to talk
* Follow teacher instructions
* Do not record or share any sessions

### ****9. Supporting Well-being****

* Teachers will regularly check in on pupil well-being
* Families can contact the school for pastoral support
* A healthy balance of screen time, physical activity, and creativity is encouraged

### ****10. Review and Feedback****

* The policy will be reviewed termly
* Feedback will be collected from pupils, parents, and staff to improve provision

📎 **Appendix**:

* Acceptable Use Agreement