

The Holy Family Catholic High School BLENDED LEARNING POLICY 2020-2021



*So Jesus answered them, "My teaching is not mine,
but his who sent me."*

(John 7:16)



The purpose of the Holy Family Catholic High School's Blended Learning Policy is to ensure that all students who are self isolating receive high quality blended learning which is also then available in the event of any future lockdown. Blended Learning includes a combination of online resources; Teams meetings for direct teaching input (joining classes and/tutorials), Loom and video lessons to be ingredients of each sequence of lessons.

On the 1st October 2020, the following legislation was applied to all schools:

Where a pupil, class, group or small number of pupils need to self-isolate, or there is a local lockdown requiring pupils to remain at home, DfE expects schools to be able to immediately offer them access to remote education. Schools should ensure remote education, where needed, is high-quality and aligns as closely as possible with in-school provision.

The Secretary of State has given a temporary continuity direction in order to require schools to provide remote education for state-funded, school-age children unable to attend school due to Coronavirus (Covid-19). This came into effect on Thursday 22 October 2020.

This remote learning policy aims to:

- Ensure consistency in the approach to remote learning for students who are not in school
- Set out expectations for remote learning
- Provide appropriate guidelines for data protection and safeguarding

It is expected that Holy Family staff should:

- Plan lessons that allow access to high-quality online & offline resources/videos and teaching
- Allow interaction, assessment and feedback
- Recognise that younger students and some students with SEND may not be able to access remote education without adult support

When teaching students remotely, staff should ensure students receive:

- Meaningful and ambitious work each day
- Knowledge and skills that are built incrementally, with a high level of clarity
- Clear explanations of new content delivered by teachers using high-quality resources or videos
- Assessments, questions and other suitable tasks, regular progress checks
- The equivalent length of core teaching students would receive in school, ideally including regular contact with teachers

Staff should provide remote learning to students who are unable to attend school because of a family bubble closure, or because they have been forced to self-isolate

Teachers are responsible for:

- Establishing and maintaining their online classroom; ClassCharts/Microsoft Teams
- Providing over a sequence of lessons, direct teaching input via Microsoft Teams, pre-recorded teacher input, high quality video pods and learning resources
- Ensuring that completed activities should, where possible, be shared with the class teacher via GCSEPod, ClassCharts, Microsoft Teams or similar
- Ensuring feedback is given in a timely manner via GCSEPod, ClassCharts, Microsoft Teams or similar

When assisting with remote learning, teaching assistants are responsible for:

- Supporting assigned students who are not in school with remote learning
- Attending virtual meetings with teachers, parents and students

SENDCo/Pastoral

Alongside any teaching responsibilities, the SENDCo is responsible for:

- Ensuring that all students with an EHCP or identified additional needs have appropriate provision for remote learning

- Liaising with parents of SEND students to ensure that they are supported in remote learning
- Supporting teachers to ensure SEND students have appropriate learning opportunities

Pastoral staff are responsible for:

- Providing telephone support for any students or parents/carers who are facing social and emotional challenges with which they need help
- Offering support services and agencies e.g. Early Help, Wellbeing In Mind Team, etc, for those families who are requiring extra support
- Ensuring that other welfare needs for the child and family are being met, including free school meals, welfare calls and home visits which should be carried out in a COVID safe manner and with the knowledge of a member of the Senior Leadership Team
- Liaising with SLT and Progress Leaders to support families who are experiencing difficulties with technology
- Recording any safeguarding concerns on CPOMS and ensuring that these are actioned

The Designated Safeguarding Lead is responsible for:

- Maintaining contact, collating, passing on information and responding to any concerns
- Ensuring regular contact with children/families with an allocated social worker, vulnerable families, children with an EHCP, Children Looked After and their families
- Liaising with social workers, outside agencies and other professionals

When accessing personal data for remote learning purposes, staff will:

- Use secure school systems such as SIMS, CPOMS, ClassCharts and Teams via the internet
- Ensure any use of online learning tools and school information systems is in line with privacy and data protection/GDPR requirements

The Holy Family Catholic High School will provide printed resources, such as textbooks and workbooks, for students who do not have suitable online access. School will also continue to provide technology support (laptops, tablets and/or internet access) for those students who cannot attend school due to Covid-19, especially those considered to be disadvantaged, or those who have been advised to shield because they are clinically extremely vulnerable.

If staff have to use personal phones for work calls during a full or partial lockdown, they must block their personal number before making a call. If parents do not answer, then staff should send a message to the parent via the school's messaging systems e.g. ClassCharts, enquiry@holyfamilycarlton.org email address, etc, to make the parent aware they are trying to contact them on a withheld number.

This policy should be read alongside the schools Safeguarding Policy and COVID Safeguarding Addendum which are available on the school website. Any live online learning should not be conducted as one-to-one sessions but involve, either a number of students, or a member of staff 'sitting in'. Staff must follow the school's Staff Code of Conduct, including with regard to dress code, and all lessons must be carried out in line with the school's Acceptable Use Policy and GDPR policy.

This Blended Learning Policy and procedure has been approved and adopted by the Governing Body on 14 December 2020 and will be reviewed in the academic year 2022/23.

Signed by Chair of Governors:

A handwritten signature in black ink that reads "Peter A. Neil".

A handwritten signature in purple ink that reads "D. Mitchell".

Signed by Headteacher: