Somers Heath Primary School Contingency Plan 2021

OUTBREAK MANAGEMENT PLAN

In the event of a significant outbreak (5 children, pupils or staff, who are likely to have mixed closely, test positive for Covid-19 within a 10 day period) we will revert to the implementation of increased control measures, with the reintroduction of contact tracing and/or remote learning in order to ensure the maintenance of a high quality education and learning for all and the safe operational running of the setting. We will also go back to additional measures within our setting, where appropriate, in response to localised outbreaks, including variants of concern.
These should include:

- The reintroduction of face covering for staff and parents
- The reintroduction of shielding measures
- Instigating more stringent control measures for the setting including limited attendance at the setting or limiting educational activities such as educational visits, performances, open days and parent events
- The re-introduction of bubbles

Remote education for self-isolating pupils

Where individual pupils need to self-isolate due to testing positive for Covid-19, remote education will be offered. Where possible, the children will be invited to attend live lessons remotely and work will be set in line with the curriculum being offered in school.

In the unlikely event of needing to close a year group or the school, due to a Covid outbreak, the following will apply:

The remote curriculum: what is taught to pupils at home

A pupil's first day or two of being educated remotely might look different from our standard approach, while we take necessary actions to prepare for a longer period of remote teaching.

What should my child expect from immediate remote education in the first day or two of pupils being sent home?

For the first day, pupils will be expected to ensure they are able to log-in on Microsoft Teams, OneNote, Times Tables Rock Stars, Spelling Shed and SATs Companion (Year 6). It is important pupils or parents inform the school as soon as possible if they are not able to remember their log-in details in order to log-on. Staff in school will ensure pupils have all the necessary passwords by the end of day one.

Once pupils have logged-on, they can spend day one consolidating key skills on the websites listed above.

Pupils should spend the first day reacquainting themselves with the applications and websites above. It is particularly important children are able to access Microsoft Teams and OneNote as from day two this is where live lessons will take place (Microsoft Teams) and work will be completed (OneNote). All work completed on OneNote will be marked by the class teacher prior to the next day's learning.

Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were in school?

Teachers have worked hard to ensure the curriculum remains broadly the same as would have been taught in school. Termly curriculum letters are available on the school website which inform parents of what is being covered in each subject area. While the method of curriculum delivery has changed, from in person to online, the content remains similar.

In some areas of the curriculum it has not been possible to deliver the same content. An example of this is in PE where the intended content has been adapted to enable all children to have access at home. Our PE coaches will deliver weekly fitness focussed PE lessons and is supplementing these with videos and activities which pupils can access at their convenience.

Remote teaching and study time each day

Live lessons are important because they allow interaction between the child and the teacher as well as peers. It allows teachers to respond to misunderstandings immediately and lessons can be more productive. However, we are aware that some parents maybe working from home and siblings sharing devices. To provide flexibility around this, not all lessons will be live, ensuring teaching content can be accessed at times which may be more convenient to individual families. During the live lessons, we encourage as much engagement and if video lessons are used there will be specific times allocated when the teacher is available online to answer questions.

During the live and pre-recorded lessons, teachers will explain the work to be completed and show pupils how to access the follow-up work. Work will be set on a daily basis and just as pupils would be expected to complete work in school, it is expected that all pupils complete the work online. Any children who are struggling to complete work online should inform their class teacher as soon as possible.

How long can I expect work set by the school to take my child each day?

We expect that remote education (including teaching and independent work) will take pupils broadly the following number of hours each day:

Reception	2x 30 minutes lessons 1.5 hours – parent supported activity from Tapestry
Y1 & Y2	3 x 30 minute lessons 45 minutes online drop in support 2 hours – parent supported/independent activity on OneNote or appropriate platform
Y3 – Y6	3 x 30 minute lessons 45 minutes online drop in support 2.5 hours – Independent activity on OneNote or appropriate platform

Assessing remote education

How will my child access any online remote education you are providing?
Children will use their firstname.surname@catrust.org.uk email to access Microsoft Office Home All communications from the teacher to pupils will take place on **Microsoft Teams**. Work will be completed by pupils on **OneNote** and other age appropriate platforms.
Websites which we have subscribed for pupils to have access to:

> Tapestry - Log In (eylj.org) – used by both Nursery and Reception
> Purple Mash by 2Simple - mainly used by Yr1-Y2
> SATs Companion Pupil Dashboard (Y6 only)
> Times Tables Rock Stars/Numbots: Play (ttrockstars.com)
> Spelling Shed - EdShed

Follow the school on Twitter @HeathSomers for daily updates on the learning taking place remotely.

If my child does not have digital or online access at home, how will you support them to access remote education?
We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

To borrow a device:
Parents/carers can request a device by emailing the school at admin.SHPS@catrust.org.uk

To access free data:
The Government and various companies have set up initiatives to help families where internet access is a barrier to learning. Email admin.SHPS@catrust.org.uk to enquire about access.

How will my child be taught remotely?
Live lessons are our preferred method of delivery because this enables teachers and children to interact. However, some resources may be pre-recorded if appropriate.

Pre-recording lessons offer flexibility to working parents and children who may be sharing a device.

Both live lessons and pre-recorded resources can be accessed on Microsoft Teams. Children can view their upcoming lessons in the calendar tab on their Teams account. Pre-recorded resources will be uploaded on the day they are intended to be watched. Teachers will start each day with a live orientation meeting to explain the organisation of the day.

Engagement and feedback

What are your expectations for my child's engagement and the support that we as parents and carers should provide at home?

It is expected that pupils engage with all remote education. Engagement is defined as attending the live face to face teaching and completing follow up tasks on OneNote. While we recognise that this may be challenging for some families, it is vitally important it happens to ensure the education of your child can continue while your child is unable to attend school.

Parents should encourage and support their children's work. Parents should help to support their children by following the school's timetable for remote teaching daily. Parents should notify their child's teacher if their child is having trouble accessing the online learning at the earliest opportunity. Alternatively, parents can e-mail admin.SHPS@catrust.org.uk

How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

Children's engagement with learning is checked daily. Registers are taken for every live session and a log is kept of work completed. Teachers will make welfare calls to children who they have not seen online for two days. During the phone call they will ask to speak to the child and the parent to discuss the remote learning.

If, after speaking with the parent and child, a teacher continues to have concerns, pupils are referred to the Deputy Headteacher who will make a phone call. If no contact is made, it may be necessary to conduct a home visit.

How will you assess my child's work and progress?

Online feedback can take many forms. While traditional written comments can be added on OneNote, teachers will also be using voice notes, stickers and codes to give feedback. Whole-class feedback or quizzes marked automatically are also useful tools in assessing learning and feeding back to your child their progress.

Additional support for pupils with particular needs

How will you work with me to help my child who needs additional support from adults at home to access remote education?

We recognise that some pupils, for example those with special educational needs and disabilities (SEND), may not be able to access remote education without

support from adults at home. We acknowledge the difficulties this may place on families, and we will work with parents and carers to support these pupils in the following ways:

- The amount of work required and the types of task set are adapted to suit the age/stage of the child;
- If children are able to access online activities they will be encouraged to join in with their peers;
- They will have a teaching assistant available to talk through the work if appropriate;
- Advice from staff to individual parents;
- Where children have complex needs and cannot engage online, provision will be made available in school or other arrangements will be discussed in line with their EHCP.

The points above are not a checklist, nor exhaustive and may be combined or added to depending on the needs of the child.

Remote education for self-isolating pupils

Where individual pupils need to self-isolate but the majority of their peer group remain in school, how remote education is provided will likely differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school.

If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?

For the first day, pupils will be expected to ensure they are able to log-in on Microsoft Teams, OneNote, Times Tables Rock Stars, Spelling Shed and SATs Companion (Year 6). It is important pupils and parents inform the school as soon as possible if they are not able to remember their log-in details in order to log-on. Staff in school will ensure pupils have all the necessary passwords by the end of day one. Pupils should spend the first day reacquainting themselves with the applications and websites above. It is particularly important children are able to access Microsoft Teams and OneNote as from day two this is where live lessons will take place and work completed.

Thereafter, work will be set and marked daily, on their Microsoft Teams Class page linked to the work that the rest of the class are doing in school. Please ensure this is completed every day of your child's isolation, so long as they are well enough to do so. In these circumstances, due to teacher's duties within school, it will not be possible for teachers to pre-record lessons or offer detailed explanations of work set.