



**Action Plan for Remote Learning**  
**Autumn Term 2020**  
**The Meadows Primary School**

In the event that remote learning is required during the academic year 2020-21, the following plan will be put in place. Many of the elements included have been tried and tested during Spring 2020.

The plan follows government guidelines and helps to ensure that:

- the existing curriculum sequence is followed as far as possible
- an online platform is used to keep learning updated weekly
- maths and English content provided will be roughly equivalent in length to that accessed in school
- teaching videos may be used for key concepts, which children can access at any time
- children will be able to receive feedback from staff on learning completed at home, on a daily basis where possible
- opportunities will be provided for visual communication with a teacher weekly
- printed resources will be available for pupils who do not have suitable online access.

Key Aims	Actions	Responsibility	Timescale	Outcome
<b>Medium-term plan for core learning mapped</b>	Assessments completed for children's current attainment	All teachers	Maths – by September 18th English – by September 25 <sup>th</sup>	Medium-term plans for each year group on website
	Medium-term plans written by whole staff, under subject leader guidance (all subjects)	Subject leaders	By end of September 2020	Subject leaders shared plans with all teams and checked content
	Core content to be prioritised in the event of year group closures to be identified	AB/TH	As needed	Home-learning curriculum plan shared on website (in the event of year group/school closure)
<b>Online learning platform prepared for use (Seesaw)</b>	All new children assigned log-ins to online system	AB	By September 4 <sup>th</sup>	All children able to access system using own log-ins
	All children with existing accounts assigned to new year groups	AB	By September 11th	

	<ul style="list-style-type: none"> <li>Remote learning suggested daily timetable and additional resources shared in 'activity' space ready for use</li> </ul>	AB and KS leaders		
<b>Needs of families audited</b>	<ul style="list-style-type: none"> <li>Survey completed to determine families who do not have consistent online access</li> <li>Home-learning packs prepared for pupils who do not have internet access to be produced as needed (if lockdown/closure of year groups announced)</li> </ul>	<p>AB/TH/Admin team</p> <p>Admin team</p>	<p>By September 11<sup>th</sup></p> <p>As needed</p>	<p>List of children who will require printed versions of tasks ready for use</p> <p>Children take home packs as needed – to be renewed weekly and times for collection organised with parents/carers</p>
<b>Staff assigned roles to manage remote learning</b>	<ul style="list-style-type: none"> <li>Key Stage leaders to update medium-term plans as required</li> </ul>	KS leaders	By September 11 <sup>th</sup>	<p>Remote learning can be actioned immediately</p> <p>Content posted at least weekly, and</p>

	<p><u><b>TEACHING/LEARNING</b></u></p> <ul style="list-style-type: none"> <li>One member of staff per year group assigned to post online learning content: <ul style="list-style-type: none"> <li>-daily maths and English tasks (may include video lessons)</li> <li>-daily foundation subject task</li> <li>-suggested timetable</li> <li>-completed tasks verified and comments shared with pupils when necessary</li> </ul> </li> </ul> <p><u><b>PLANNING</b></u></p> <ul style="list-style-type: none"> <li>Medium-term plans updated/adapted in light of children’s attainment and progress</li> </ul> <p><u><b>COMMUNICATION</b></u></p> <ul style="list-style-type: none"> <li>Member of staff assigned to weekly</li> </ul>	<p>Staff assigned as needed, based on availability and year group</p> <p>SLT</p> <p>KS leaders/AB</p> <p>Staff assigned as needed, based on availability and year group</p> <p>SLT</p>		<p>comments/feedback shared daily</p> <p>Children can access learning at point of need</p> <p>Children can respond to teachers’ comments and amend/edit work</p> <p>Learning is matched well to pupil need</p> <p>Children have weekly point of</p>
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	<p>Zoom meetings for each year group working remotely</p> <ul style="list-style-type: none"> <li>• Hard-to-reach families receive weekly phone-call and needs assessed</li> </ul>			<p>contact with their teachers</p> <p>All children are able to access learning remotely</p>
<b>Information shared with parents and carers</b>	<ul style="list-style-type: none"> <li>• Plan for remote learning shared with parents in advance</li> </ul>	AB	By September 11 <sup>th</sup> (overview) and further communication as required	Families know expectations and plans in advance
<b>Children with SEND and additional needs prepared for</b>	<ul style="list-style-type: none"> <li>• New IEPs to reflect home-learning needs as appropriate</li> <li>• SEND team to complete audit of additional resources needed for specific children's learning needs</li> <li>• Conversations with families to take place in order to establish overview of children's needs</li> </ul>	SLT/SEND team	Ongoing	<p>Families feel supported and know what to expect in the event of remote learning</p> <p>Children have resources they need in order to learn remotely.</p>

