Aspire Medical Provision Remote Learning Policy

This policy was adopted on	March 2021
Review date	September 2022

Contents

1. Purpose and Context

The Aims of this Policy
This Remote Learning Policy aims to:
- Ensure consistency in the approach to remote learning for all pupils who aren't able to access our sites and/or services through use of quality online and offline resources
- Provide clear expectations to the Aspire Medical Provision teams with regards to the delivery of high quality interactive remote learning, Including the continuous delivery of the curriculum, as well as personal, social emotional, health and well-being support to students
- Support effective communication and partnership working between Aspire Medical Provision and families and support student attendance

Our Values
Respect; Hope; Forgiveness; Love; A Growth Mind-set; Integrity; Commitment

Our curriculum intent
The curriculum design is based on 3 unifying principles, which, in turn, reflect the nurture principles that underpin the Aspire ethos
1. High expectations of all our learners
2. Relationships as a learning goal in their own right
3. Preparation for adulthood and developing independence

2. Guidelines – who is this Policy applicable to?

- A student who cannot attend one of the Aspire medical sites as they are too unwell
- For home tuition students who cannot be taught by tutors in the home because of health and safety concerns
- A student who is absent because they are awaiting test results and the household is required to self-isolate. (The rest of their bubble are attending the sites and being taught as normal).
- A student whose bubble is not permitted to attend the sites because they, or another member of their bubble, have tested positive for Covid-19.

Content and Tools to Deliver This Remote Learning Plan include:
- Online tools in classrooms and school rooms at the different sites (Microsoft Teams and Class Notebooks)
- Regular and ongoing phone calls home
- Printed learning packs and physical materials such as text books, writing tools and GCSE Guides
- Use of BBC Bitesize, online text books, Crest Award materials, Seneca etc)
- Engagement packs, which are sent home – eg. Art materials, seeds and plants

The most important resource is our teaching staff and, as far as possible – depending on the health needs of the student – the teachers provide live lessons, as well as uploaded work. This means that students have access to a teacher for the entirety of the lesson, which reduces anxiety with self-learning.

Aspire Medical Provision is committed to working in close partnership with families and recognises each family is unique and, because of this, remote learning will look different for different families in order to suit their individual needs. Guidance is given to parents on how to help their child access the online learning platform.

Where possible, it is beneficial for young people to maintain a regular and familiar routine and, as a result, we aim to maintain a structure to each 'school day'. Parents are encouraged to support their children's work, including finding an appropriate place to work and, to the best of their ability, support pupils with work and encouraging them to work with good levels of concentration. Every effort will be made by staff to ensure that work is set promptly. Should accessing work be an issue, parents should contact the appropriate Aspire Medical Provision lead promptly and alternative solutions may be available. These will be discussed on a case-to-case basis.

 All students sign an 'Acceptable Use Policy' when they join Aspire which includes e-safety rules and this applies when children are working on computers at home. On referral, students are also given Aspire login account details and guidance on how to download Microsoft Teams.

Roles and Responsibilities

When providing remote learning, teachers are available according to their contracted time and, if they are unable to work for any reason during this time, for example due to sickness or caring for a dependent, they should report this using the normal absence procedure. Home tutors are employed on supply basis and contracted to deliver lessons in accordance with need.

When providing remote learning, teachers are responsible for:

- Setting work: Teachers will set work for the pupils in their classes; wherever possible, the work set will follow the usual timetable for the class had they been in the sites or following the home tuition timetable; weekly/daily work will be delivered via Microsoft teams and work will be shared using Class Notebook.
- Providing feedback on work: In a live lesson, group or individual feedback can be provided verbally so as to respond to the development of the lesson; where possible, teachers will provide live feedback using Class Notebook and will provide feedback via email and/or Notebook on submitted work; feedback will also be provided via regular monitoring meetings with the medical provision lead.
- If a student is unable to access online learning, the teachers will post or deliver work to the home and will arrange receipt of the work, providing feedback on the work received; phone calls will also be made to support this and to provide additional feedback and encouragement to the student.
- Continuing with ongoing summative and formative assessment and the continued maintenance of progress tracking systems

When providing remote learning, the Medical provision leads will:

- Keep in touch with pupils who aren't in school and with their parents: if there is a concern around the level of engagement of a pupil, parents will be contacted via phone to assess whether Aspire intervention can assist engagement.
- The Home Tuition leads will aim to do an initial Covid-safe home visit on receipt of a referral in order to begin the relationship building with the student and family.
- When possible, the leads will also aim to do further Covid-safe home visits if it appears that the student finds it difficult to engage or access the remote learning.
- Monitor attendance in lessons using the Aspire processes and systems and contact made with the parent/carer should there be any issues
- Co-ordinate the remote learning approach within their provision, including the daily monitoring of engagement.
- Monitor the effectiveness of remote learning – through regular meetings with teachers - reviewing work set or reaching out for feedback from pupils and parents
- Continue to monitor student progress, and liaise with 'home' schools
- Monitor the security of remote learning systems, including data protection and safeguarding considerations and alerting SLT and the IT Manager if there are any issues

The IT Manager is responsible for
- Providing logon accounts for students within the statutory 15- day period
- Supporting the Medical Provision leads with IT expertise and operational support
- Supporting and enabling access to online learning

The Board of Trustees is responsible for:
- Monitoring Aspire's approach to providing remote learning to ensure education remains as high quality as possible
- Ensuring that staff are certain that remote learning systems are appropriately secure, for both data protection and safeguarding reasons

This Policy links to other policies and development plans and, in particular to the Aspire Safeguarding and Child Protection Policy, the Use of Social Media Policy and the Staff Code of Conduct.

Any complaints or concerns shared by parents or pupils should be reported to a member of SLT– for any safeguarding concerns, refer immediately to the DSL.