



Huntington Primary Academy A Remote Learning Protocol for our families.

We ask that the following guidelines are adhered to during times of remote learning for our pupils.

Communication

Children will be informed of online teaching schedules, arrangements, assigned activities and tasks through posts from your child's class teacher on Google Classroom.

You **must be logged in as your child** to access any information posted on Google Classroom.

Online provision

- A weekly timetable will be provided for children
- There will be opportunities for live contact with class teachers at a time specified by the class teacher in slots throughout the week.
- Google Meet will be used for this session and it is accessible via Google Classroom.
- Teachers will post the time and focus of these sessions on the Google Classroom class feed.
- Your child will also be sent an invitation to their google inbox at the time and all they need to do is click on the link and join the meeting with their microphone muted. Do not worry if this does not appear until the time of the meeting.
- The school's Behaviour Policy will be applied as normal with any online learning.

Participation in live sessions

Live sessions are teaching sessions where children can interact with staff and other pupils from their bubble through video conferences on Google Meet. These sessions are not mandatory, however, we do encourage all children to join them to receive as much support as possible during times of remote learning. The live sessions will be recorded for safeguarding purposes. By your child joining a live session we will accept that this is with your permission.

- Cameras must be turned on and children must be visible at all times for safeguarding reasons.
- Live sessions should take place in a quiet environment that is in a public area in the house.
- We ask that children join the lesson suitably dressed, please.
- You do not need to sit with your child during the live sessions as it could prove a distraction to your child and potentially other children.
- Please do keep siblings away from the room the meeting is taking place in as this will distract all the children in the meeting.
- Please ensure that backgrounds are appropriate for all participants to see.
- Access to live sessions will only be granted to pupils using their Huntington Primary Academy Google account.
- All online sessions will be delivered and supervised by a member of staff from Huntington Primary Academy.
- No recording of live sessions is permitted.
- Attendance and completion of assignments are monitored to ensure that no pupil falls behind and so alternative provision can be put in place if necessary.
- Teachers will conduct phone calls home if pupils have not engaged in lessons to see if there is any way in which they can help.