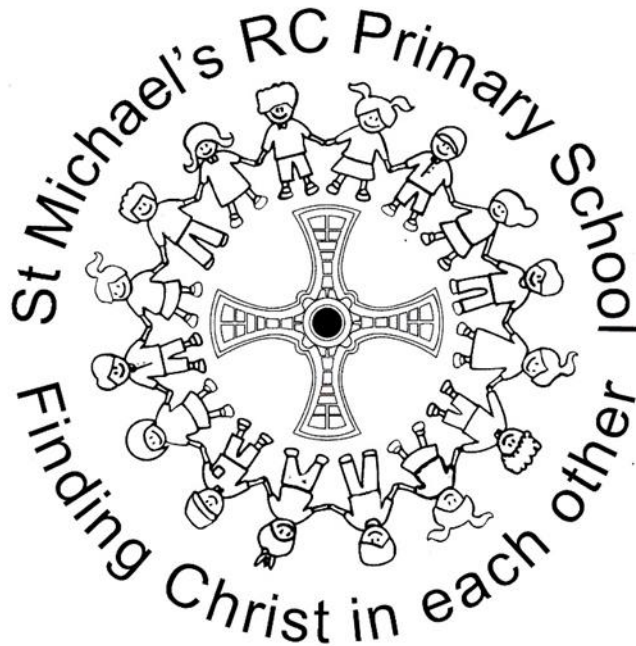


St Michael's Roman Catholic School Remote Education Development Plan



1. Identify	2. Develop and plan	3. Implement	4. Embed	5. Sustain
Not yet in place or there are major gaps.	Identified gaps but a plan is being developed to address them.	In the process of implementing systems and practices to address this.	Practices and systems are in place with minor gaps.	Practices and systems are fully embedded, and there are examples of best practice.

Completed

Started / ongoing

Leadership

School leaders have a clear vision and approach for remote education, and maintain awareness of any issues or barriers related to effective delivery

Issue	Actions	Review date By whom?	Review
Remote education plan	<ol style="list-style-type: none"> Following the staff meeting on 5th January and each staff member agreed the St Michael's expectations for uploading work HT and DHT provided a document clearly stating the expectations Staff completed e schools training in November and agreed in January what parts are to be used to impact the provision for remote learning. Staff agreed what the opening page should contain 	JB and CP	
Plan in place with expectations for teachers clearly identified		JB – ongoing	
Communication	<ol style="list-style-type: none"> Parent survey to gather feedback with online learning and the type of device they are using. Discuss feedback from survey at SLT after half term and action. Promote the remote learning plan through social media and twitter, email, website and phone calls. 	J Brown by week 8 th January 2021	
Sharing relevant information with parents			
Implement training/ communication with staff		JB January 21	
Monitoring and evaluating	<ol style="list-style-type: none"> Monitor specific groups with support of AC tracker, such as gender, SEN, PP and report simple analysis on weekly basis at SLT Develop Monitoring timetable based upon welfare record and Pupil engagement records 	HT Weekly	
HT to monitor remote learning		3 rd Feb HT	

Completed

Started / ongoing

Remote education context and pupil engagement

The school understands the remote education context of pupils and plans its provision to ensure pupils can remain engaged in education.

Issue	Action	Review date By who	Review
Home environment Ensure that pupils will be able to access education at home.	1. Apply to DFE for 2 more laptops for our children following survey and phone calls Jan 21	J Brown 20 th 21	Completed
	2. Regular phone calls to ensure children who loaned a device are accessing e schools at end of each week review how many online	Weekly calls by Class teachers – HT to monitor and chase up every Monday	Started / ongoing
	3. Plan follow up action with Admin team or DSL and plan appropriate action	HT	Started / ongoing
			Started / ongoing
Laptops, tablets and internet access Not all families have suitable devices or internet	1. Monitor the usage, track through a spreadsheet and record contact with the family, providing challenge and support	Class teachers do this and record on cpoms	Started / ongoing
	2. New section added to cpoms for home learning	HT	Completed
	3. Review whether the loan of a device has had an impact upon the learning/ engagement of the child.	SLT	Started / ongoing
	4. School offered sim cards to parents who needed more data – school to review if this has improved participation on e schools	HT	Started / ongoing
Supporting children with additional needs	1. SEND Co to monitor e schools order to support class teacher with ensuring work is differentiated and meets ALL children’s needs.	CP ongoing	Started / ongoing

Completed

Started / ongoing

<p>Ensure that all pupils are supported during remote education to tailor for their individual needs.</p>	<ol style="list-style-type: none"> 2. SENCo to ensure EHCP and children on school register can access their curriculum offer 3. Review by SLT (identify who) of regular monitor the curriculum for the children on the SEND register and monitor the engagement (weekly inclusion meetings if needed) 	<p>CP - ongoing</p> <p>CP weekly reporting back to HT each week</p>	<div style="background-color: yellow; height: 100%; width: 100%;"></div>
<p>Monitoring engagement</p> <p>Low engagement from families</p>	<ol style="list-style-type: none"> 1. Reminder and support to staff to complete the pupil AC tracker 2. JB report summary of pupil engagement to SLT each week. Highlighting and key bits of analysis using support from welfare monitoring document. 3. Staff to ring families who have had no engagement or very little engagement and record on CPOMS 	<p>HT to remind staff every Monday</p> <p>Every Monday</p> <p>All staff</p>	<div style="background-color: yellow; height: 100%; width: 100%;"></div>
<p>Pupil digital skills and literacy</p> <p>Pupils have limited skills to access remote learning to its full potential.</p>	<ol style="list-style-type: none"> 1. LB engage with eschools training and logging any issues 2. LB offer support for families through telephone calls to help access e schools 	<p>LB ongoing</p> <p>LB weekly if needed</p>	<div style="background-color: yellow; height: 100%; width: 100%;"></div>

Completed

Started / ongoing

Curriculum planning and delivery

The school has well-sequenced curricula that support 'hybrid' teaching, where some children are taught in class (such as vulnerable children and children of critical workers) and others at home and has the relevant resources in place to deliver the curriculum remotely.

Issue	Actions	Review date By whom?	Review
<p>Minimum provision</p> <p>School sets work that is of equivalent length to the core teaching pupils would receive in school</p>	<ol style="list-style-type: none"> 1. Keep review of structured timetable, through SLT monitoring and feedback from EYFS phase leader and SENCo ensure school meeting minimum expectations 2. Evaluate the results from the parent feedback in calls to parents 3. Review that all parents and children understand the daily timetable and children can take charge of the timetable both at home and at school. 4. Gather pupil voice through teams their views of eschools and the timetable. 	<p>SLT Weekly on Thursday</p> <p>HT ongoing</p> <p>Class teachers through engagement logs and remind in teams meetings.</p> <p>Class teachers February 22nd</p>	
<p>Curriculum planning</p> <p>clear, well-sequenced curriculum that supports pupils both in class and remotely.</p>	<ol style="list-style-type: none"> 1. Curriculum is in place and remote learning delivered. Feedback need to be gathered as to the quality of curriculum plans. 	<p>SLT – in line with Monitoring timetable</p>	

Completed

Started / ongoing

Issue	Actions	Review date By whom?	Review
<p>Curriculum delivery</p> <p>develop consistency across the classes in content and quality as well as resources used.</p> <p>Are all pupils (including SEND) accessing suitable work?</p>	<ol style="list-style-type: none"> 1. SLT to monitor content and quality of curriculum provision. Where this shows inconsistencies, SLT to provide challenge and support through co-planning, watching peers/example lessons and sharing good practice. If needed support from e-schools 2. Improve consistency in provision for all pupils through regular monitoring of e-schools and SEND reviews. 	<p>SLT – in line with monitoring timetable</p> <p>CP to monitor weekly and feedback to SLT</p>	<div style="background-color: yellow; height: 100px;"></div>
<p>Assessment and feedback</p> <p>The school provides feedback, at least weekly, using digitally-facilitated or whole-class feedback where appropriate.</p>	<p>Improve consistency and quality of feedback by -</p> <ol style="list-style-type: none"> 1. Complete parental survey with a focus on feedback 2. Complete pupil voice on feedback through teams 3. Gather staff voice on remote feedback. 4. Develop St Michaels’ Feedback Policy 5. Increase levels of feedback and engagement from both staff (where needed) and pupils. Through regular monitoring, focus on monitoring timetable, calls to families where needed. 	<p>HT</p> <p>Class teachers</p> <p>HT in meetings 22/02/21</p> <p>SLT</p> <p>SLT – on going Class teachers – weekly.</p>	<div style="height: 100px;"></div>

Completed

Started / ongoing

Capacity and capability

Schools support staff to deliver high-quality remote education.

Issue	Actions	Review date	Review
Effective practice	1. Weekly staff CPD through staff meetings, opportunity for all staff to contribute. Ask staff to share successes strengths they have.	SLT to lead	
	2. Ensure all staff engage in CPD on Jane Considine English	HT	
	3. Ensure all staff engage in phonics training in March	HT/CC	
	4. Through monitoring of e-schools ensure successful strategies from CPD are used	SLT – on going	
Staff capability Staff need further CPD on effective use of e-schools and teams to deliver remote learning.	1. LB hold meetings with staff to audit need and ensure all staff have the skills to develop remote learning	LB	
	2. LB to provide support with e school and teams	As needed	
	3. 1:1 training as needed for staff from e-schools to support technical skills.	As needed	

Completed

Started / ongoing

Communication

The school maintains strong communication with pupils, parents and carers, and continues to work effectively with other third parties.

Issue	Action	Review date	Review
<p>Realistic expectations of pupils, parents and carers</p> <p>Families need support in how to access Google Classroom</p>	<p>1. Develop St Michael's expectations for partial and full engagement and share with Staff Full – Minimum of 3 pieces of work a day Partial – Submission of 1 piece a work a day? In School – in school None – No engagement evident at all</p>	<p>SLT share with staff</p>	
<p>School community events</p> <p>regular opportunities to attend and participate in shared, interactive lessons and activities to maintain a sense of community</p>	<p>1. Use Facebook page as a vehicle to further develop communication with families alongside email, text and twitter.</p> <p>2. Weekly Collective worship added to e schools (re-corded for all children to be able to watch) to promote school values and worth ethic.</p> <p>3. Collective worship teams in school and introduce to 2 classes a week at home too</p>	<p>Jan 2021</p> <p>HT</p> <p>HT</p>	<div style="background-color: #92d050; height: 100px; width: 100%;"></div>

Completed

Started / ongoing

Issue	Action	Review date	Review
	4. Weekly celebration assembly and stars of the week for in school and Home Learning of the week certificates to be shared with children to promote engagement recorded on Facebook	HT and class teachers	
	5. Newsletters to communicate key events and information to families which is shared on Facebook, twitter, website and emailed	HT	
	6. Regular opportunities for whole school projects e.g. Art, DT. Photographs to be collected of work to make a collaborate gallery.	e schools class teachers	

Completed

Started / ongoing

Safeguarding and wellbeing

Teachers and leaders understand how to maintain effective safeguarding arrangements whilst also providing high-quality remote education and supporting pupil wellbeing.

Issue	Actions	Review date	Review
Ensuring safety Staff training to further develop knowldge of online safety and remote education	1. Staff to complete e safety training on SSS CPD sight	January 2021	Completed
	2. Regular updates from HT on KCSIE	HT ongoing	Started / ongoing
	3. CPOMS used by staff to record any concerns	All staff on going	Completed
Online safety Staff training to further develop knowldge of online safety and remote education	1. Code of conduct for safety shared with parents and pupils about online safety weekly at team meetings	Class teachers	Completed
	2. Reminder of keeping people safe i.e. blurry backgrounds, lanyard worn through CPD in staff meetings- code of conduct for staff	HT	Started / ongoing
	3. Currently using pre-recorded lessons – with one live lesson/catch up – risk assessment in place	HT	Completed
Wellbeing Further develop staff skills and knowledge in supporting wellbeing and spotting concerns	1. Well-being check in with vulnerable families	HT	Completed
	2. Weekly phonecalls by class teacher for children not engaging	Class teachers	Completed
	3. Weekly send phone calls	Class teachers	Completed

Completed

Started / ongoing

Issue	Actions	Review date	Review
	4. Those with no contact - letters sent and follow up home visits where needed. 5. Agencies contacted where safeguarding concerns 6. Staff well-being check in a. Informal check ins with staff/open door policy for concerns and questions 7. Teachers to complete CPD through SSS CPD Supporting Mental Health and Wellbeing of Children and Young People	HT when needed HT when needed SLT All staff	<div style="background-color: yellow; height: 20px; width: 100%;"></div> <div style="background-color: yellow; height: 20px; width: 100%;"></div> <div style="background-color: yellow; height: 20px; width: 100%;"></div> <div style="background-color: white; height: 20px; width: 100%;"></div>
Data management	1. GDPR followed in accordance to remote learning and move to digital learning e.g. Sharing of passwords and log ins 2. Any document sent with Pupil or staff details is password protected. 3. Staff to complete GDPR training on SSS CPD	All Staff – ongoing All staff – ongoing All staff – January	<div style="background-color: yellow; height: 20px; width: 100%;"></div> <div style="background-color: yellow; height: 20px; width: 100%;"></div> <div style="background-color: lightgreen; height: 20px; width: 100%;"></div>
Behaviour and attitude	1. Teachers monitor behaviour during Teams and interactions on eschools. Follow up calls to parents made by class teacher to discuss this if needed. 2. Weekly Core Value Certificates to promote engagement, participation and attitude to learning. 3. Remote learning Feedback policy reflects the need to acknowledge children’s work through positive comments as well as feedback to move learning on.	Class teacher – ongoing HT SLT – Feb 2021	<div style="background-color: white; height: 20px; width: 100%;"></div> <div style="background-color: lightgreen; height: 20px; width: 100%;"></div> <div style="background-color: white; height: 20px; width: 100%;"></div> <div style="background-color: lightgreen; height: 20px; width: 100%;"></div> <div style="background-color: white; height: 20px; width: 100%;"></div>

Completed

Started / ongoing

Issue	Actions	Review date	Review
	<ul style="list-style-type: none"><li data-bbox="696 220 1391 288">• Teachers to use strategies from resilience training from LA	All staff – January 21	

Completed

Started / ongoing