

Culcheth Primary School

Remote Learning Policy

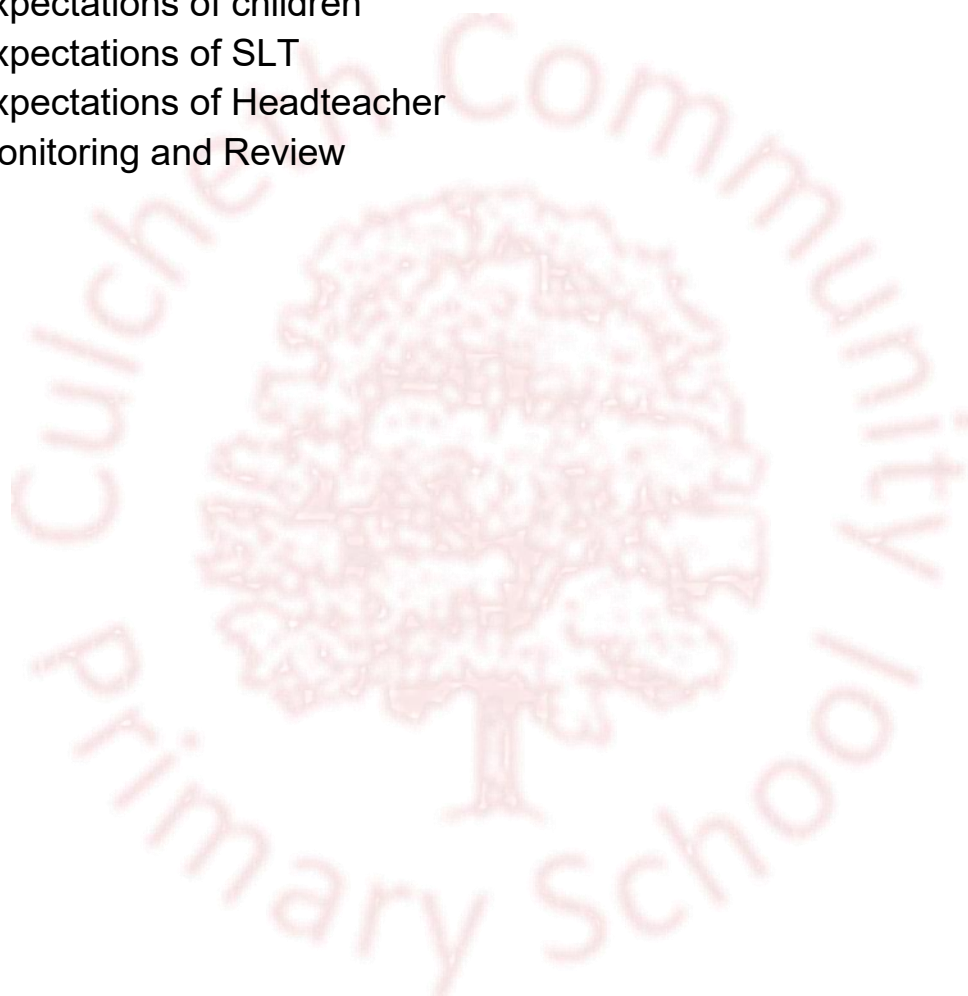
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Statement of intent

The impact of Covid-19 and the closing of schools for a period of time ensured that we all had to adapt to new ways of working. Whilst very challenging at the time, it was an opportunity to reflect on how we can teach children when they are not in school. There may be occasions in the future when remote learning will have to be done again, such as infectious disease epidemics, severe weather or after returning home from an operation that means a child is unable to attend school but is well enough to engage in learning. Remote learning ensures that valuable education is not lost through exceptional circumstances and should be valued by the school and parents. This policy is not meant for when children are not well or because of a term time holiday.

1. Absence

If a child is well but unable to attend school, the work that they are missing in school will be posted on Google Classroom for them to complete. Work should be submitted on Google Classroom for the teacher to give feedback. If the period of home learning is more than a few days the class teacher will phone home to speak to the child and parents regularly.

2. For children who do not have a device or internet access

If the family does not have internet access then school will strive to help and support them to access learning digitally. Paper copies will be provided if needed.

3. Expectations of teachers (unless unwell)

If the whole class has to be away from school, teachers will;

a. Provide appropriate work for children during times they are unable to attend school. There will be a minimum of one piece of Maths and English each day, plus at least two other subjects. The work will be posted on Google Classroom.

b. Be mindful that some children may not have an adult at home that is available to support them with their learning and so will also provide

work that the child should be able to access independently. It is recognised that this is much more difficult with younger children.

- c. Keep a register of engagement from children
- d. Monitor Google Classroom throughout the usual school day to answer any questions.
- e. Mark all work submitted within a given time frame.
- f. Provide daily contact to explain the learning for the day via Google Classroom
- g. provide a wellbeing check with the class at least once a fortnight via telephone or google meet.
- h. Monitor SEND and vulnerable children weekly.
- i. Contact parents if there is no work submitted to see if there are any problems.
- j. If the teacher is unwell, the teaching assistant will monitor the Google Classroom and support the marking of work. The Phase Leader will provide the classwork to be posted and will also support the teaching assistants with the marking of work (taking into account they will probably have their own class to support too)

4. Online safety

- a. This section of the policy will be enacted in conjunction with the school's E-Safety Policy.
- b. Where possible, all interactions will be textual and public.
- c. All staff and pupils using video communication must:
 - I. Communicate in groups – one-to-one sessions are not permitted unless in exceptional circumstances (see 4.5).
 - II. Wear suitable clothing – this includes others in their household.
 - III. Be in a suitable environment
 - IV. Use appropriate language – this includes others in their household.
 - V. Maintain the standard of behaviour expected in school.

VI. Use the necessary equipment and computer programs as intended.

VII. Not record, store, or distribute video material or any digital content without permission.

VIII. Always remain aware that they are visible.

d. All staff and pupils using audio communication must:

I. Use appropriate language – this includes others in their household.

II. Maintain the standard of behaviour expected in school.

III. Use the necessary equipment and computer programs as intended.

IV. Not record, store, or distribute audio material without permission.

V. Ensure they have a stable connection to avoid disruption to lessons.

VI. Always remain aware that they can be heard.

e. Pupils not using devices or software as intended will be disciplined in line with the Behaviour Policy and parents will be spoken to.

f. The school will risk assess the technology used for remote learning prior to use and ensure that there are no privacy issues or scope for inappropriate use.

g. The school will ensure that all school-owned equipment and technology used for remote learning has suitable anti-virus software installed, can establish secure connections, can recover lost work, and allows for audio and visual material to be recorded or downloaded, where required.

h. During the period of remote learning, and through computing lessons whilst in school, the school will maintain contact with parents to:

I. Reinforce the importance of children staying safe online.

II. Ensure parents are aware of what their children are being asked to do, e.g. sites they have been asked to use and staff they will interact with.

III. Encourage them to set age-appropriate parental controls on devices and internet filters to block malicious websites.

IV. Direct parents to useful resources to help them keep their children safe online.

i. The school will not be responsible for providing access to the internet off the school premises and will not be responsible for providing online safety software, e.g. antivirus software, on devices not owned by the school.

5. Expectations of Parents

We appreciate that supporting a child at home can be very challenging, especially if parents have to work yourself or have very young children. However, we hope that parents will:

- a. Provide their child with a device to use to access the remote learning. They should contact school if they need paper copies.
- b. Support their child whenever they can to access the learning provided.
- c. Ensure that a minimum amount of work is done each day. This should be some Maths, some English and two other subjects. If the given class work is not submitted, please contact the teacher to let them know what work has been done at home.
- d. Let the school know if there are any problems accessing the learning.

6. Expectations of Children

- a. All children should be able to take some responsibility for their own learning.
- b. All children will be shown how to access the learning on Google Classroom and how to submit work.
- c. Children should agree to do some school work every day during any isolation period as they would at school.
- d. Complete paper copies of work if they do not have access to a device or internet.
- e. Complete their work to the same standard they would if they were at school.

7. Expectations of SLT

- a. Monitor the quality of work provided by class teachers
- b. Monitor the register of learning engagement

8. Expectations of the Headteacher

- a. Respond to emails from parents to the office email address
- b. Provide information to parents about school updates
- c. Deal with any safeguarding concerns raised.

9. Monitoring and review

This policy is reviewed every **two years** by the headteacher and the DSL. Any changes to this policy will be communicated to all relevant stakeholders.

The scheduled review date for this policy is **2028**