

## Learning at Home Policy

### Introduction

In the context of the coronavirus pandemic, the purpose of this policy is to state our approach to supporting Learning at Home for pupils who are isolating and in good health.

It is divided into two main sections:

- A. Supporting individual pupils who are isolating
- B. Supporting whole classes that are isolating

Pupils who are ill with Covid-19 or otherwise unwell should rest and not attempt any school work until it is appropriate for them to do so.

### Google Classroom

The mechanism the school is using to provide information about work for pupils who are isolating is Google Classroom. All work posted for pupils who are isolating will be communicated via Google Classroom.

All pupils are provided with a login email address for their Heritage Google Account. Parents or pupils who need to have their password reset should contact the school office.

Parents can find information about how to login to their child's Heritage Google Account and how to access Google Classroom on the Parent Portal / Coronavirus section, or by clicking on this link:

<https://heritageschool.myschoolportal.co.uk/page/219>.

### (A) Supporting individual pupils who are isolating for 2-3 days or for 7-14 days

Suspected cases will be a fact of life for many months to come. Information about the official symptoms which require immediate isolation, how to organise a test, and what the school will do in the event of a positive test can be found in our [Suspected or Positive Cases of Covid-19 FAQs](#) and in this [explanatory video](#).

At any one time we expect that multiple pupils will be isolating while they await the outcome of a test either for themselves or for someone in their household. For example, as the winter brings routine illness, some pupils will inevitably have a high temperature (above 37.8C). Because this is one of the three official Covid-19 symptoms, immediate isolation and testing is required.

Most test results will be negative, meaning that most isolations will last for 2-3 days. However, a pupil may need to isolate for 7-14 days if a family member tests positive, or if he/she had close contact outside of school with someone who tested positive.

### *Pupils isolating for 2-3 days (short isolations)*

We are committed to supporting the learning of individual pupils who are isolating in keeping with the Government's guidance. For short isolations (2-3 days) pupils should prioritise completion of the **routine homework** that is posted on Google Classroom. For short isolations, teachers of pupils in LP-Y8 will not post **additional work**.

Pupils in Years 9-11 *should* check Google Classroom for additional work. Also, they should speak with their friends about classwork they may have missed, and ensure they speak to their teachers upon their return about missed work.

### ***Pupils isolating for 7-14 days (long individual isolations)***

In the event of a long individual isolation (7-14 days), teachers will set **additional work** for pupils to do, in addition to **routine homework**. Naturally, younger pupils will require more parental support than older pupils, and expectations for the amount of work that older pupils must complete will be higher. All additional work will be posted specifically for each pupil as assignments on Google Classroom.

Please note that there may be a time delay for posting additional work as follow:

- Infants & Juniors: work will be posted by at least the close of the **second** full school day of absence, and subsequently at appropriate intervals until the child returns to school.
- Seniors: work will be posted by each of their teachers by at least the close of the **third** full school day of absence, and subsequently at appropriate intervals until the child returns to school.

### **(B) Supporting whole classes that are isolating for 14 days**

If a pupil displays one of the three official symptoms, has a test and then receives a positive result, the school will take immediate action. We will contact the DfE who will guide us as to what we should do next. We expect that those who had close contact with the person who tested positive will be told to isolate. This would probably require an entire class group and their class teacher (for Infants and Juniors) to isolate for 14 days.

The following measures are designed to support whole classes that are isolating for a two week period. It assumes that teachers and pupils are well. There may be an alteration or disruption to provision if a teacher is unwell; we will communicate with parents where this is the case. As noted above, if a pupil is unwell, he/she should rest and not attempt to do school work until it is appropriate to do so.

Please note the following general commitments:

- The class teacher (LP-Y6) or subject specialist teachers (Y7-Y11) will post work in Google Classroom for the whole class **by the end of the first full day** of isolation.
- Teachers will post work for at least the first two days initially.
- Subsequent work will be posted at least three days at a time, and at least 24 hours before the start of the next three day period.
- Teachers will give instructions about how to return work during the period of isolation. They may prefer to have work submitted via Google Classroom or put into exercise books for marking once pupils return to school.

Please note the following for Infants and Juniors:

- Infants: teachers will provide approximately 1.5 hours of formal learning activities per day.
- Juniors: teachers will provide approximately 2-3 hours of formal learning activities per day.
- Textbooks: any textbooks regularly used by pupils will be sent home if possible.
- Live online sessions (lessons or for general catch up) will take place at least 1x per week. Teachers will make clear in Google Classroom when these are and how to join.
- Teachers may upload pre-recorded teaching materials, e.g. readings from History or Literature texts, that pupils can watch or listen to. Please note that this will be less extensive than it was during the lockdown in the summer term.
- Teachers will be available during working hours to answer questions from parents by email.

Please note the following for Seniors:

- Senior classes that are isolating will be expected to adhere to the **normal Senior timetable**; teachers will be unavailable at other times because they will probably be at school delivering in-person lessons to other class groups.

- There will be **gaps in the timetable** as no work will be set during the following periods on the timetable: assembly, Games, Y7-Y8 Drama, Y7-Y8 Enrichment, Y9-Y11 Choir/Singing.
- Isolating pupils will be required to attend **online Registration** at 8:35am on Mondays, Wednesdays and Fridays. Joining instructions will be provided via Google Classroom.
- As Senior pupils keep all of their textbooks and exercise books at home, only bringing in what is needed for each day, we expect they will always have what they need at home.
- Lessons will be a mix of independent work and live online lessons. All joining instructions for live online lessons will be provided by teachers in their classrooms.
- Where there is not a live lesson, teachers will be available during normal lesson times to respond to queries from pupils via the Classroom chat or by email.

### Teacher Shortages

Parents should also be aware of the possibility that in-person learning may need to be suspended if many teachers are required to isolate and the school has insufficient staff to operate safely.

Staff shortages could require us to send some classes home even where there has been no positive case in that class group or by the teacher. Isolating teachers who are otherwise well will actively support Learning at Home.

In the event of severe staff shortages due to illness, all services may need temporarily to be suspended.

### Monitoring, Evaluation and Review

Regular review of this policy will enable staff to evaluate the effectiveness of this policy and our practice.

Authorised by	Jason Fletcher
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