Fairhaven C.E V.A Primary School

Remote Learning Policy

Date Agreed by Staff **26.01.2026**

Date Agreed by Governors: **29.01.2026**

Date for Review: **Spring 2028**

Signed: *Mrs Whiles* **Date: 29/1/26**

(Chair of Governors)

Contents

School Vision Statement	3
Statement of Intent	3
Introduction	4
When will remote education be considered?	4
Registration codes	5
How will remote education be delivered?	5
Equipment required at home	5
Expected standards of behaviour when using Google Classroom	6
How can parent/carers support their child?	6
Delivering online remote education safely	6
Data protection	7
Safeguarding	8
Free school meals and remote education	8
Provision for pupils with Special Educational Needs	8

Vision Statement

Our Christian school community strives to provide a variety of learning experiences for all our young people. We are here to nurture the gifts God gives us and to celebrate our differences. We encourage our pupils to explore their interests, find their talents, flourish and live life to the full. We want our children to live great lives and ultimately make a difference in the world. This Vision continues to guide our approach during periods of remote learning, ensuring pupils are supported, valued and connected.

Belief – Friendship – Diversity - Achieve

Each person has their own special gift from God
1 Corinthians 7.7

Statement of Intent

At Fairhaven C of E VA Primary, we understand the need to continually deliver high quality education, including during periods of remote learning – whether for an individual pupil or many. We recognise the importance of maintaining high expectations in all areas of school life and ensuring that all pupils have access to the learning resources and support they need to succeed.

Through the implementation of this policy, we aim to address the key concerns associated with remote learning, such as online safety, access to educational resources, data protection, and safeguarding.

This policy aims to:

- Minimise the disruption to pupils' education and the delivery of the curriculum.
- Ensure provision is in place so that all pupils have access to high-quality learning resources.
- Teach pupils from the risks associated with using devices connected to the internet.
- Ensure staff, parent, and pupil data remains secure and is not lost or misused.
- Ensure robust safeguarding measures continue to be in effect during the period of remote learning.
- Support pupils to have the opportunity and resources to complete their work to the best of their ability.

Remote learning is intended to support continuity of education for a short period of time and is planned to complement, not replace, in-person learning. Where remote education is used, the school will plan accordingly for pupils' successful reintegration back into school.

Introduction

All pupils should attend school, in line with our attendance policy. Attendance is essential for pupils to get the most out of their school experience, including their attainment, wellbeing, and wider life chances. However, there are occasions where pupils need to learn at home, and this is defined as remote learning. Fairhaven Primary School does not view remote education as an equal alternative to attendance in school. Remote education is considered to be a last resort. A decision to implement remote learning is only taken when attendance at school is not possible, but where pupils are able to continue learning. Remote education may support absent pupils to maintain continuity of learning and connection with the school, where this does not adversely affect their wellbeing or reintegration.

When will remote education be considered?

Circumstances where it might not be possible for pupils to receive an in-person education fit into two broad categories:

1. The school is closed due to a site closure or restrictions on attendance for health reasons. For example:

- lack of heating in winter months
- lack of water supply
- lack of electricity supply
- significant amount of snow or ice that prevents safe access to the school site
- guidance from local or central government due to a highly infectious illness

In these situations, it is imperative the school reopens as soon as possible.

2. Occasions where a child, for a limited duration, is unable to physically attend school but is able to continue learning. For example, because the child is:

- recovering from short-term infectious illnesses
- preparing for or recovering from some operations
- recovering from injuries where attendance might inhibit recovery

In some exceptional cases, these circumstances might also include pupils whose attendance has been affected by a special educational need or disability (SEND) or a mental health issue. In these circumstances, after the pupil's absence from school has been established, the school will consider providing pupils with remote education on a case-by-case basis. This will be part of a plan to reintegrate the pupil back to school, and only when it is judged that providing remote education would not adversely affect the pupil's return to school. Any decision to provide remote education in these circumstances will be reviewed regularly and will form part of a clear plan to support the pupil's return to full-time, in-person education.

Provision of remote education should be made as a short-term solution before reverting to face-to-face learning as soon as possible in all situations. Pupils with long-term medical conditions (or any other physical or mental health needs which affect attendance) may need more support to continue their education.

Registration codes

Pupils absent from school and receiving remote education still need to be marked as absent in the register. Attendance will be recorded in line with the School Attendance (Pupil Registration) (England) Regulations 2024 and associated guidance, using the appropriate authorised absence due to exceptional circumstances code "C" where applicable. Remote education does not count as attendance.

How will remote education be delivered?

Fairhaven Primary School primarily uses Google Classroom to deliver remote education. Each class has its own Google Classroom page. For each class, details of work to be completed remotely are uploaded under the *classwork* tab. Pupils can stay connected to their peers and class teacher by posting comments, pictures and work into the *class stream*. Teachers will plan remote learning that reflects the school's current curriculum intent and supports pupils' progress in core subjects. Where remote education is in place for a prolonged period, leaders will review engagement and quality to ensure learning remains appropriate and effective.

If we know about a closure in advance, we will upload work by 5:00 pm the day before. If school closes unexpectedly, work will be uploaded by 10:00 am that day.
Key Stage 1 students will receive 3 hours of work, and Key Stage 2 students will have 4 hours. This usually includes an English writing, reading, and maths activity. We also encourage pupils to stay active, and time will be set aside each day for physical exercise.

When the whole school is closed for periods of longer than two days, in addition to work uploaded to the classroom stream, teachers will either upload teaching videos or hold live lessons on Google Classroom. Teaching videos developed by Oak National Academy may be provided instead of school led video content. Parents/carers will be notified of the times of live lessons the day before. The school recognises that certain subjects are more difficult to teach remotely, e.g. music and practical science, but will endeavour to teach a balanced curriculum.

Equipment required at home

Pupils will be required to use their own basic writing equipment at home. This will include writing paper, pencils and a ruler. They will also be required to use their own or family-owned equipment to access remote learning resources. Parents will be reminded to make the school aware of any barriers to accessing remote learning. If a child does not have access to a computer/laptop and / or the internet, the school will do all it can to support the child with alternative remote learning arrangements. On some occasions the school may be able to lend a pupil a school Chrome book to use at home. If a pupil is lent school-owned equipment, the pupil and their parent will sign and adhere to the terms and conditions in the school's loan agreement before commencing remote learning.

The school's ICT technicians or class teachers are not responsible for providing technical support for equipment that is not owned by the school.

The school will not contribute to any household expenses incurred while pupils learn remotely, e.g. heating, lighting, or council tax.

Expected standards of behaviour when using Google Classroom

A high standard of behaviour is expected of pupils at all times. These expectations are in place to safeguard pupils and staff; protect privacy and ensure online learning environments remain respectful and safe.

Pupils using live video communication must:

- communicate in groups – one-to-one sessions are not permitted*
- wear suitable clothing – this includes others in their household
- be situated in a 'public' living area within the home with an appropriate background – 'private' living areas within the home, such as bedrooms, are not permitted during video communication
- use appropriate language – this includes others in their household
- maintain the standard of behaviour expected in school
- use the necessary equipment and computer programs as intended
- not record, store, or distribute video material without permission
- always remain aware that they are visible

The class teacher will be able to remove a pupil from the meeting or the stream if their behaviour or comments are unacceptable. Microphones will be muted by the class teacher at the beginning of the meeting and switched on when it is an appropriate time.

How can parent/carers support their child:

- set up the device in a quiet public area within the home with an appropriate background
- help their child to log in and join the meetings
- to sit a little distance away, so that they are not seen if they are listening to the meeting
- ensure background noise and conversations do not take place during a live meeting
- ensure that the meeting link is not shared with anyone else
- ensure their child behaves in an appropriate way during live meetings
- remind their child not to eat or drink whilst participating in live lessons
- support their child to follow the school's expectations for online behaviour and learning routines

Delivering online remote education safely

Keeping children and teachers safe during remote education is essential. Teachers delivering remote education online should be aware that the same principles set out in the school's Staff Code of Conduct will apply.

The school refers to Keeping Children Safe in Education 2025 (KCSiE) when considering how to keep children safe online. Annex B of the guidance includes a dedicated collection of online safety resources to support safe remote education, virtual lessons and live streaming. It also includes support for schools to signpost parents and carers to help them keep their children safe online.

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.

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, and allows for visual material to be downloaded, where required.

The school will communicate to parents via letter/ email about any precautionary measures that need to be put in place if their child is learning remotely using their own/family-owned equipment and technology, e.g. ensuring that their internet connection is secure.

During the period of remote learning, the school will maintain regular contact with parents/carers to:

- reinforce the importance of children staying safe online
- ensure parents/carers 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
- encourage parents/carers to set age-appropriate parental controls on devices and internet filters to block malicious websites.
- direct parents/carers to useful resources to help them keep their children safe online

Data protection

This section of the policy will be enacted in conjunction with the school's Data Protection Policy.

- staff members will be responsible for adhering to the GDPR when teaching remotely and will always ensure the confidentiality and integrity of their devices
- sensitive data will only be transferred between devices if it is necessary to do so for the purpose of remote learning and teaching
- parents'/carers' and pupils' up-to-date contact details will be collected prior to the period of remote learning
- all contact details will be stored in line with the school's Data Protection Policy
- the school will not permit paper copies of contact details to be taken off the school premises

- pupils are not permitted to let their family members or friends use any school-owned equipment which contains personal data
- any breach of confidentiality will be dealt with in accordance with the school's Data Breach Policy & Procedure
- any intentional breach of confidentiality will be dealt with in accordance with the school's Positive Relationship Policy or the School's Staff Code of Conduct.

Personal data will be processed only where necessary for the purposes of remote education and will be retained in line with the school's Data Retention Schedule. Data minimisation principles will be applied at all times.

Safeguarding

The Headteacher will identify 'vulnerable' pupils (pupils who are deemed to be vulnerable or are at risk of harm) via risk assessment before the period of remote learning. All children who have a social worker are 'vulnerable'.

The Designated Safeguarding Lead (DSL) will arrange for regular contact to be made with vulnerable pupils before the period of remote learning. All contact with vulnerable pupils will be recorded securely in line with the school's safeguarding recording systems and Records Management Policy.

The DSL will keep in contact with vulnerable pupils' social workers or other care professionals during the period of remote working.

All members of staff will report any safeguarding concerns to the DSL immediately.

Pupils and their parents will be encouraged to contact the DSL if they wish to report safeguarding concerns. The school will also signpost families to the practical support that is available for reporting these concerns.

Free school meals and remote education

Where pupils eligible for benefits-related free school meals are receiving remote education, the school will work with their school catering team to provide good quality lunch parcels or to issue a food voucher if available. This will ensure that eligible pupils continue to be supported for the period they are unable to attend school.

Provision for pupils with SEND

If pupils with SEND are not able to attend school and require remote education, their teachers are best placed to know how their needs can most effectively be met to ensure they continue to access the curriculum. The school will put in place an appropriate curriculum, teaching and support that will enable the pupil to continue learning effectively. Some pupils with SEND may not be able to access remote education without adult support. Schools should work collaboratively with families and put arrangements in place that allow pupils with SEND to access remote education successfully. In this situation, decisions on how provision can be delivered should be informed by relevant considerations including the

support families will require and types of services that the pupil can access remotely. Parents of pupils with SEND needs will be contacted weekly by the SENCO. These arrangements will be reviewed regularly to ensure they remain appropriate and do not create barriers to the pupil's return to in-person education.

The duty under the Children and Families Act 2014 for mainstream schools to use their 'best endeavours' to secure the special educational provision called for by a pupil's special educational needs continues to apply when remote education is in place.

This policy should be read in conjunction with:

- Attendance Policy
- GDPR Policy
- Internet Acceptable Use Policy
- Online Safety Policy
- Staff Code of Conduct
- Whistleblowing Policy