



Remote Learning

Guidelines for Parents & Pupils

In the event of a school closure, Harbinger Primary School will provide learning activities for children to access at home, on school days. We will provide a range of online and offline tasks, all focused on the learning for the child's year group.

This information is intended to provide clarity and transparency to pupils and Parents or Carers about what to expect from remote education if local restrictions require entire cohorts (or bubbles) to remain at home.

The Remote Curriculum: What is taught to pupils at home?

A pupil's first day or two of being educated remotely might look different from our standard approach, while we take all necessary actions to prepare for a longer period of remote teaching.

What should my child expect from immediate remote education in the first day or two of pupils being sent home?

In the first day or two, there will be resources on the school website that can be accessed immediately: <https://www.harbingerschool.co.uk/home-learning>

If time and circumstances allow, workbooks and worksheets may also be sent home for children to complete independently, in the first instance.



There is a suggested daily timetable and links to videos, resources and recommendations are available for:

- English (inc. phonics and spelling)
- Maths (Maths No Problem and Times Table Rock Stars)
- Wider Curriculum
- Reading (Bug Club and Tower Hamlets Library Service)

Children complete work at home – it is optional to share completed work with the teacher.

Following the first few days of remote education, will my child be taught broadly the same curriculum as they would if they were in school?

We teach the same curriculum remotely as we do in school wherever possible and appropriate. However, occasionally, we may need to make some adaptations in some subjects. For example, in PE or Art, restricted access to resources may require adaptations to be made but also with a view to cover the original planned units later in the year.

Remote teaching and study time each day

How long can I expect work set by the school to take my child each day?

For Nursery-Year 6, we will deliver online learning with [Microsoft Teams](https://www.office.com) (www.office.com)

We expect that remote education (including remote teaching and independent work) will take pupils broadly at least 3 hours each day (for Reception-Year 6). Teachers will share a daily timetable with children. Here are details of what will be provided for each year group:

Online Remote Education for Nursery

- Teachers will set 2 activities per day in Teams, in the 'Assignment' section. These activities will be linked to the Nursery plan/forecast for this half-term and will be saved under 'File' as Word documents.
- Daily face-to-face meetings with the children each morning at 9:15am to say good morning and introduce the learning activities for the day.
- There will be videos of the teachers reading stories. These will be saved in the 'Files', in the 'Story' folder so they can be accessed at any time.
- Printable resources will be available in Teams
- All part-time and full-time children will have access to the same resources

Online Remote Education for Reception Classes

- English, Maths and Phonics assignments will be set via Microsoft Teams. These will include a combination of weblinks, documents and videos from teachers, where appropriate
- Daily face-to-face meetings to say good morning
- One weekly face-to-face story time in the afternoon
- Parents can feedback via email or request a phone call

Online Remote Education for Years 1 - 6

- Children will have up to 4 tasks set by the teacher online, every school day. It will consist of:
 - A daily introduction from teachers to their pupils via Microsoft Teams
 - Teachers will set
 - : 1 x English task
 - : 1 x Maths task
 - : 1 x Wider Curriculum topic task
 - : online/offline reading book of their choice
 - There is be daily face-to-face sessions for the children and teachers via Teams
 - Weekly spellings will be on the class page on the school website. We ask that Parents/Carers practise with their child
- The tasks which are set by teachers may involve using a variety of online resources and there may also be some creative, offline tasks.
- Bug Club has online books for Early Years up to Year 6; Also, the Tower Hamlets Schools Library Service has a wonderful selection of free books for your child to borrow and read online (for Year 3 and upwards). Every child has their own login.



You may like to share this timetable with your child, to help set a routine in the day at home:

Before 9am Get dressed eat breakfast	9:00 - 9:30 get moving! yoga / fit in 5	9:30 - 10:30 Online learning	10:30 - 10:50 Break	10:50 - 12:00 Online Learning
12:00 - 1:00 Lunch	1:00 - 2:00 Online Learning	2:00 - 2:30 Break	2:30 - 3:30 Get moving! yoga / fit in 5	3:30 - 4:30 help in the house
4:30 - 5:30 help make dinner	5:30 - 6:00 dinner time	6:00-7:30 Free time	7:30 bath time	8:00 bed time

Accessing Remote Education

How will my child access any online remote education you are providing?

For Nursery and Reception, resources will be shared via email to parents; For Years 1-6, we will deliver online learning with Microsoft Teams.

If my child does not have digital or online access at home, how will you support them to access remote education?

We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

- We have a limited number of school devices which we can loan to families. If you wish to request to borrow a device, please email: homelearning@harbinger.towerhamlets.sch.uk
- We also have a limited number of free data SIM cards available to help families stay connected. These SIMs are compatible with smartphones, tablets and other devices with a SIM card port. If you need support with internet access, please email: homelearning@harbinger.towerhamlets.sch.uk
- Ultimately, we want to support all our families in accessing the online remote education via Microsoft Teams. However, in circumstances where families still cannot access online, or where online learning may not be suitable, we can arrange to prepare printed materials each week which could be collected from school. This work can then be submitted to their teachers the following week.

How will my child be taught remotely?

We use a combination of the following approaches to teach pupils remotely:

- face-to-face sessions
- pre-recorded teaching (e.g. Oak National Academy lessons, video/audio recordings made by teachers)
- textbooks and reading books pupils have at home
- commercially available websites supporting the teaching of specific subjects or areas, including video clips or sequences (e.g. BBC Bitesize, Oak Academy, White Rose Maths)
- possibly long-term project work and/or internet research activities
- in some cases, printed paper packs produced by teachers (e.g. workbooks, worksheets)

Engagement and feedback

What are your expectations for my child's engagement and the support that we as Parents and Carers should provide at home?

As long as children are well enough, we expect all our children to engage with the remote education. All teachers and support staff will be supporting pupils daily, therefore, we need your support as parents to set routines and expectations for your child's learning at home. Teachers will be delivering new teaching on new topics therefore it is crucial that all children engage with the remote learning to help minimise gaps in their learning.

How will you check whether my child is engaging with their work and how will I be informed if there are concerns?

Senior leaders, teachers and support staff all work together to monitor pupils' engagement with their online learning. We make regular checks through the week by viewing engagement on Teams to see who has viewed/completed assignments etc. and also by liaising with the class teacher.

If we are concerned about a child's engagement, we will make a call to Parents/Carers to discuss how we can support.

How will you assess my child's work and progress?

Feedback can take many forms and may not always mean extensive written comments for individual children. For example, whole-class feedback or quizzes marked automatically via digital platforms are also valid and effective methods, amongst many others. Our approach to feeding back on pupil work is as follows:

- we give individual feedback on assignments in Teams
- we give feedback to individuals/whole-class via posts in Teams
- if assignments are completed and turned-in by the end of the school day, we aim to give feedback that day.

Additional support for pupils with particular needs

How will you work with me to help my child who needs additional support from adults at home to access remote education?

We recognise that some pupils, for example some pupils with special educational needs and disabilities (SEND), may not be able to access remote education without support from adults at home. We acknowledge the difficulties this may place on families, and we will work with Parents and Carers to support those pupils in the following ways:

- our school SENCO will work closely with the families of SEND children to support and advise how best to deliver their education under the circumstances
- Nursery and Reception teachers will set home learning tasks that younger children can access at home, as well as being available to communicate via email

Remote education for self-isolating pupils

Where individual pupils need to self-isolate but the majority of their peer group remains in school, how remote education is provided will likely differ from the approach for whole groups. This is due to the challenges of teaching pupils both at home and in school.

If my child is not in school because they are self-isolating, how will their remote education differ from the approaches described above?

In the event of an individual child needing to self-isolate for up to 14 days, outside of a bubble closure, they can access the resources as described on page 1 in the first instance:

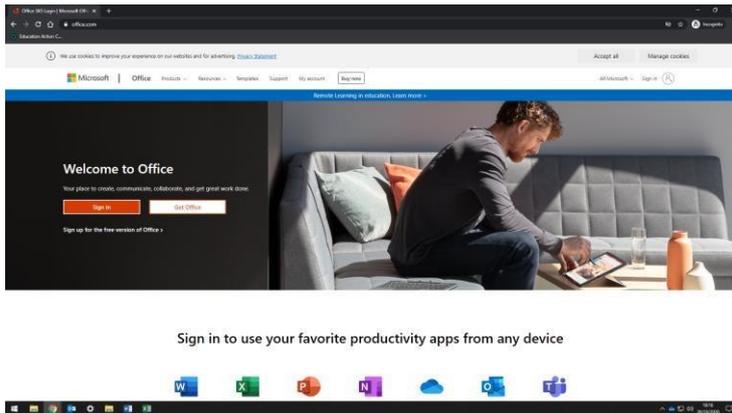
<https://www.harbingerschool.co.uk/home-learning>

Here will be a range of reading material, videos and websites linked to the class topics, produced by sites such as Oak Academy and BBC Bitesize.

In addition, the class teacher will endeavor to upload other resources used in class through Microsoft Teams, in parallel with work set in class. This will allow the child isolating to access the planned and well-sequenced curriculum delivered to peers in class. If work is turned-in, feedback can be provided.

Here are instructions of how to help your child access the online learning:

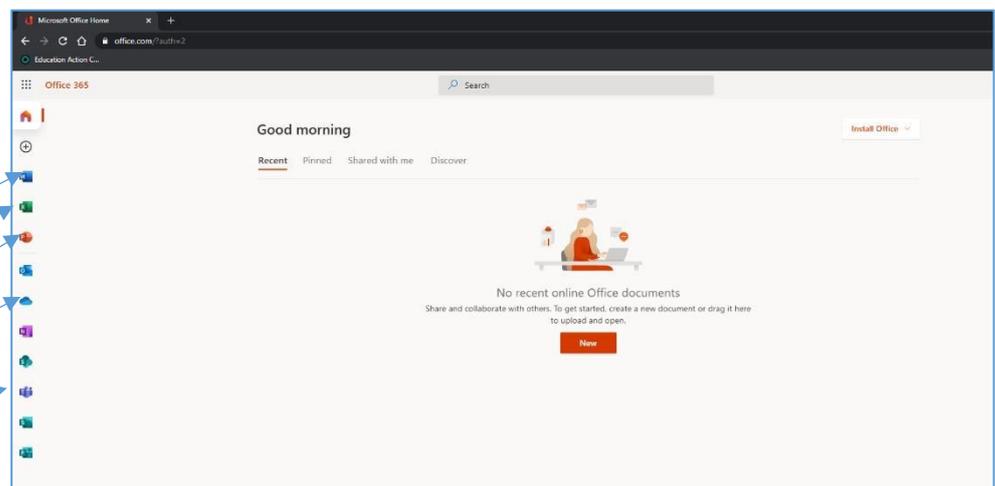
- 1) Visit the website www.office.com The homepage looks like this:



Children logon on with their username: **initial of surname and first name@harbinger.org.uk**
The password is: **Harbinger2020!**

- 2) This brings you to the Office 365 home page:

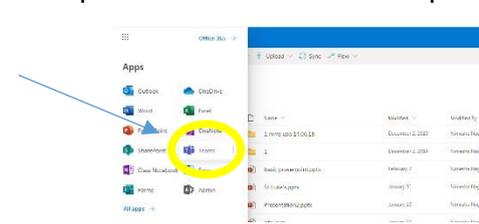
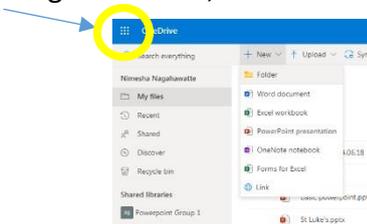
On the left hand, there are shortcuts to Microsoft apps e.g. Word, Excel, Powerpoint, One Drive and Teams



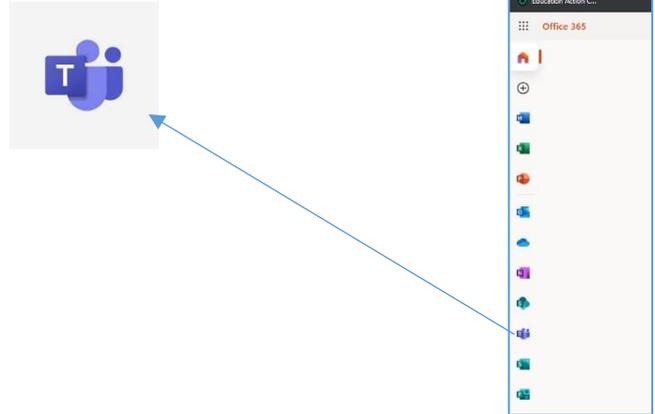
Here, children can create Word/Powerpoint/Excel documents, should they need to.

- 3) To go to Teams, either click the 'waffle' in the top left corner

Open 'Teams'

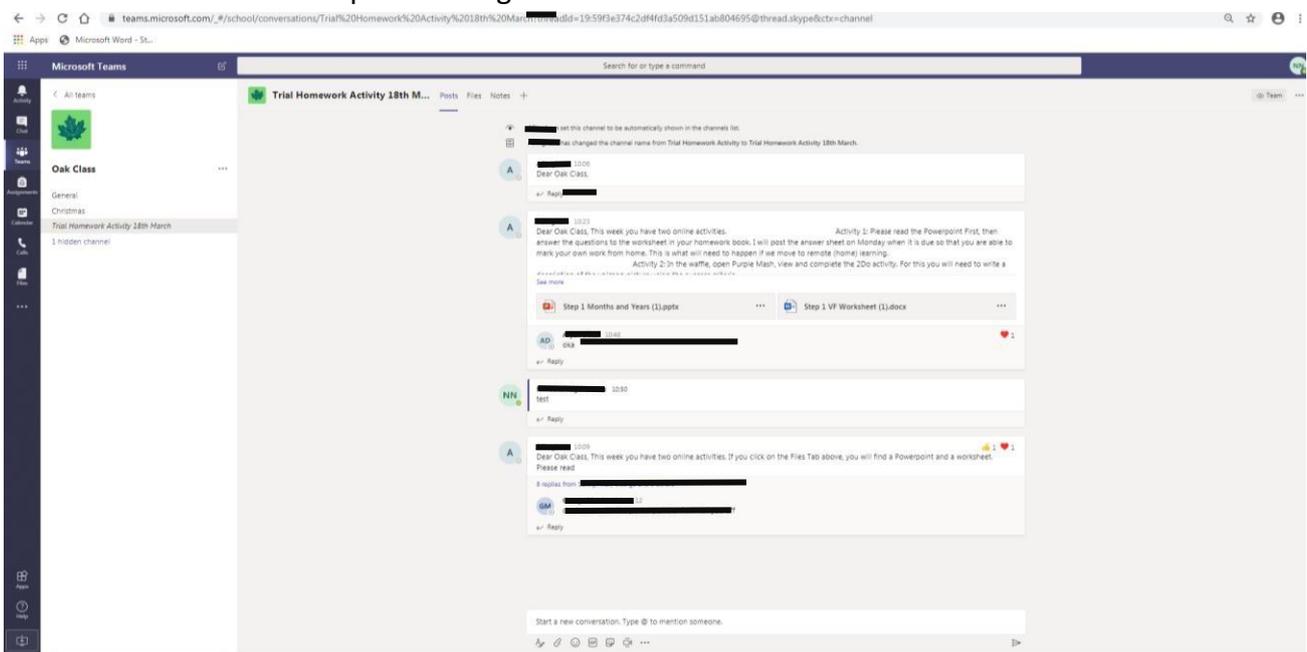


Or click the Teams icon on the left hand side:



4) Children click into their class team i.e. *Amber Class* etc.

This is a 'virtual classroom'. Here, the teacher will post a message giving instructions on the tasks. Children and teachers can post messages to each other to discuss the work.



As this is a place for teachers and pupils to discuss their work, we ask that parents do not post any messages in this forum.

Here are some 'How-To' videos which you can watch to see how to view and hand-in assignments:

[Introduction to Assignments](#)

[Working on Assignments](#)

[How to upload work](#)

[How to view feedback](#)

[How to respond to feedback to edit work](#)

To safeguard teachers and pupils, private chats and private video chats are prohibited (unless approved by SLT and parents in the cases of children communicating with the Learning Mentor and other external agencies).

In line with our school values, we expect communication to be respectful, kind and positive. Teachers have the right to delete or mute inappropriate messages.

Teachers will be working hard to plan creative tasks for your children and look forward to being able to communicate with them while they learn from home. We are aware that much of the home learning provided is via technology so we will also plan offline, real-life activities to balance the screen time. We do not expect children to be sitting in front of their devices for long periods of time so please ensure your child has regular screen breaks.

Please also be aware of your internet filtering at home and monitor your child's online activities.

Another thing to consider is that as many parts of the world are working from home now, there may be high volumes of traffic to certain websites, at certain times of the day (peak times are predicted to be 12pm-7pm). This may mean some websites take more time to load.

If you have any queries regarding the home learning, please email homelearning@harbinger.towerhamlets.sch.uk and we will do our best to support you and your child.

Best Wishes,
Harbinger Staff

