



DOWNSEND SCHOOL

Inspiring Young Minds

LITTLE DOWNSEND

ASHTEAD • LEATHERHEAD • EPSOM

Online Teaching and Learning Programme

Updated January 2021

Message from the Head

Well, here we are again!

Firstly, I would like to say thank you for all your messages of support and thanks for the way we have managed the transition back to online learning. We spent last term preparing for 'just in case....' so that if and when the decision was made, we would be ready. And whilst I'm not delighted to be back in the online world, I am delighted that our hard work has paid off and helped us to get up and running so quickly. Of course I have to thank our Reception and Year 1 teaching teams here also for their adaptability and their outstanding, Downsend, can do attitude.

This time round, we are in a much better position. Our online learning programme, developed and refined through April and May is now proven, and is 'market leading' for this age of child we have been told. We also have experienced online teachers at the helm - our teachers were always experienced but the Summer term helped in developing their digital skills at a rapid pace! We also have children and parents who now have experience of online learning (although if you are anything like me, experience counts as very little as a parent, and I know it can feel as though we are back at the very start again!).

Our provision is underpinned by two strands; academic progress, and children's mental health and well-being, as well as our thoughts of you, the parents managing the online learning at home. Our live sessions enable our children to 'connect' with their teacher and friends, supporting both academic progress and well-being, but also we hope, enable you to have that time for yourselves. The behaviour, focus and attention of our children is outstanding, and with a short period of readjustment to this style of learning, should be able to easily access their teacher's input independently, as they do in the classroom.

The second part of our provision is the asynchronous pre-recorded or follow up activities on Seesaw. These are activities provided by the class teachers or by our specialist teachers ensuring the curriculum continues to be broad and enriched. As with the live lessons, with minimal support (once back in the routine), the children should be able to complete the activities provided through Seesaw with little, if any support. Their IT skills may need some support initially to manage the Seesaw platform but as we know, children are digital masters!

I was delighted recently to see a masterclass given by one Y1 child, who beautifully demonstrated how to take a photo of their work, upload it to Seesaw, and submit it. Your children are amazing – we see that in school every day, and we know they will be just as amazing at home.

The coming weeks will undoubtedly contain many new challenges but I am sure that by working together as a school community our children will have the structure they need, as well as the time to be creative and have fun, maintaining a happy balance between work and play for them and hopefully a happy balance for yourselves too.

As always, we are here to support. Do please let us know if you have any feedback on our programme to help us shape and refine it even further or if you need any support or assistance with the programme.

My very best safe and healthy wishes to you all.

Vanessa Conlan, Headteacher



The Academic Curriculum

Online teaching and learning will be delivered via Google Meets or Microsoft Teams. The delivery using these platforms will all depend on the circumstances of a move to online learning.

Google Meets and Microsoft Teams

Google Meets and Microsoft Teams will be used for synchronous opportunities - live face to face sessions.

Seesaw

Seesaw will be used to provide recorded lessons and activities directly to you and your child. Children's work to their teacher will be submitted back through Seesaw by completing activities directly into the platform or by uploading pictures, scanned images or videos into the platform. Teachers will then feedback to the children via Seesaw.



Reading

There is an expectation that all pupils read daily for at least 5-10 minutes, aside from their timetabled activities in line with usual school routines. We are prioritising the provision of 1:1 or 1:2 reading for all pupils regularly as we understand the very positive impact this has on accelerating children's progress in this area.

Useful websites to support with relevant reading material are:

www.oxfordowl.co.uk

www.teachyourmonstertoread.com

www.getepic.com

All children will also have a login to the subscription service Reading Eggs, an additional reading activity they can access independently.

Reading to your child, accessing online stories and listening to recorded stories from our teachers will be both enjoyable and beneficial for all of our children, but particularly for those who are unable to read independently yet.



Attendance and Screen Time

Attendance

Your child's 'attendance' at school will be monitored through their engagement with the work provided. If your child is unwell and unable to 'attend' school, please contact the school office via email as soon as possible at the start of the day to let us know. Regular attendance at school is important for ensuring your child keeps up with their peers but also for supporting pupils safeguarding and wellbeing. Attendance will be followed up if your child doesn't engage with their work, and we don't hear from you, to ensure they remain safe and well.

Screen Time

We recommend that pupils spend no longer than two to two and a half hours on a device each day. Teaching staff will work together to ensure that work set is balanced across a mixture of mediums. If you feel your child's screen time is exceeding what is reasonable, please speak to your class teacher. Regular breaks, within the maximum recommended screen time, are crucial.



Marking, Feedback and Pupil Assessment

Teachers will be closely monitoring academic work and will be regularly assessing and reviewing pupils' attainment and progress. We are delighted that through our previous period of online learning, our children continued to make excellent progress, and we look forward to seeing more excellent progress this time.

This assessment will continue in line with our usual framework against age related expectation and as such, we need you to allow the children to complete their work as independently as possible. If you are providing support for your child to complete work, it is important that the teacher knows the level of support being provided so they in turn can modify future activities for your child. Where there are specific concerns in any areas of learning, your child's class teacher will contact you to discuss the matter.

Teachers will continue to provide timely and constructive feedback on work children submit to aid progress and attainment that will be relevant and accessible for the children according to their age. This will be in a variety of formats including, but not limited to:

- Written feedback
- Audio messages
- Face to face during Google Meets sessions

All feedback outside of face to face sessions will be on Seesaw.

Work is expected to be submitted back to teachers, but there is no pressure to do this immediately or exactly in line with the timings on the weekly timetable.

However, daily work should be submitted that day unless agreed otherwise with the teacher. Teachers will prioritise feedback between 3.00pm and 4.30pm. If work is submitted after this, you may not receive feedback until the following day.



Pastoral and Wellbeing

Reward system

We will continue to celebrate work in the usual ways we do in school through teacher feedback, the weekly newsletter, celebration certificates, work of the week etc.

Pastoral concerns or queries

It is important that pupils and parents know that we are here to support them during our Online Teaching and Learning Programme. If you have any pastoral or wellbeing concerns, please contact your child's class teacher or Mrs Conlan and we will do everything we can to support you and your child.



Safeguarding

Safeguarding guidance for online working

We recognise that our pupils may have increased access to the internet, as they spend more time at home and as they access our Online Teaching and Learning Programme. We would therefore recommend the following guidelines:

Where possible, please ensure that you have the appropriate settings in place on the devices that your children will be using.

We will be treating the online environment as part of the school day. Children should ensure that they behave appropriately and are suitably dressed whilst online.

Please be vigilant about the sites that your children are visiting and any pop ups on those sites. You may need to check their work as well as having a good understanding of the tasks that they are undertaking.

We ask that parents supervise online sessions in an appropriate manner, but please note that parents do not need to be in lessons. Utilise the time!

The teachers will set out some ground rules and expectations for how each session will run. Please support them in helping your child to meet these expectations.

If your child is unwell or unavailable at the time of their scheduled lesson, please let the school office know.

Ensure your child has adequate breaks from devices. Children will be set a wide variety of tasks by staff to try and encourage the use of mediums other than electronic devices.

Our school safeguarding policy remains in place, which can be found on our school website with a specific home learning addendum, and if you have any concerns of a safeguarding nature then please contact the school's Designated Safeguarding Lead:

Little Downsend Epsom - Ms Clayton - chantael.clayton@downsend.co.uk

Little Downsend Ashted - Mrs Duke - emma.duke@downsend.co.uk

Little Downsend Leatherhead - Mrs Laverock - vanda.laverock@downsend.co.uk



Resources for parents

In addition to the Online Learning Programme led by our school team, we recommend the following sites as good sources of content.

Phonics

www.phonicsplay.co.uk

Maths

<https://nrich.maths.org/>

<https://www.bbc.co.uk/cbeebies/grownups/help-your-child-with-maths>

<https://whiterosemaths.com/homelearning/>

<https://www.mathematicsmastery.org/free-resources>

Physical development

<https://5-a-day.tv/>- our subscription details for this website are

USERNAME: DPPEmk15

PASSWORD: VfjX2zNW

www.youtube.com/user/CosmicKidsYoga

Josh Evans youtube channel:

https://www.youtube.com/channel/UCKrQBM_9-k4HKOkWzmuWMfw

Mini Crickets youtube channel:

<https://www.youtube.com/channel/UCEYgpx--G6kR6urlor3dJJPQ/videos>

Online story reading:

<https://www.ruthmiskin.com/en/find-out-more/help-during-school-closure/>

<https://childrens.poetryarchive.org/>

<https://stories.audible.com/start-listen>

A range of resources, tips and advice to help families during school closures is available and be continually updated on the Cognita website.

<https://www.cognita.com/cognita-be-well/resources-for-families/>





COMING SOON

The Smartest GIANT in Lockdown



Reception, Year 1 and Year 2

A delightfully themed programme of activity designed to support younger students and parents while our schools are teaching online.

A blend of live activities and fun resources to pick and choose from, all designed to help your child build great life skills in 3 key areas of *Positivity, Creativity and Problem Solving*.

More details to follow on Friday 15th January.

New 4 week programme - starts 18 Jan

REMOTE EDUCATION 10 TOP TIPS FOR PARENTS

Remote education ensures continuous learning outside the classroom. For parents and carers, remote education isn't always straightforward and there can be a number of factors they need to consider, especially around ensuring their children feel comfortable and are familiar with the whole concept. That's why we've created this guide to help parents and carers support their child in getting the most out of their remote education experience.

1. TAKE AN ACTIVE INTEREST IN YOUR CHILD'S LEARNING

As a parent or carer, your school may have explained how remote education works already, but children may still need help. Take an active interest in their learning and help support them whenever they need a helping hand.



2. MONITOR YOUR CHILD'S COMMUNICATION AND ONLINE ACTIVITY

It's important to remind your child that despite being at home, the same level of behaviour and conduct exists as if they were at school. Encourage them to remain polite, remember their manners and not to post or send any negative comments just because they are behind a computer.



3. ESTABLISH A DAILY SCHEDULE AND ROUTINE

Working from home and trying to learn in a more casual setting that children might associate more with play and a degree of freedom might take a bit of getting used to. Try to stick to a daily routine and use the timetable/schedule that schools have sent home to help children keep on top of their daily learning.



4. ENCOURAGE SCREEN BREAKS AND PHYSICAL ACTIVITY AWAY FROM DEVICES

Remote learning will inevitably require more interaction with computers, laptops and tablets. Teachers will invariably advise on screen breaks: however, it doesn't hurt to keep a check on their time online or encourage them to get some fresh air/exercise.



5. ENSURE YOUR LEARNING DEVICE IS IN PUBLIC SPACE IN THE HOME

It's important to consider where your PC or laptop is placed if live video is being used. Try to keep the background neutral, with no personal information visible and move learning devices out of the bedroom as this could be deemed inappropriate.



6. IMPLEMENT SAFETY CONTROLS AND PRIVACY RESTRICTIONS ON APPS AND SOFTWARE

Dependant on how your school implements remote education, your child may be required to download certain software or apps. Whilst these are likely to be relatively safe to use, like any other new app or platform, parents should still implement safety controls as a precaution.



7. ENSURE YOUR CHILD ONLY USES OFFICIAL SCHOOL COMMUNICATION CHANNELS

It's important that all communication with teachers and school staff is directed through approved school channels, whether that be through the school's online portal or the relevant secure messaging site.



8. FAMILIARISE YOURSELF WITH RELEVANT SCHOOL POLICIES

Schools should have a policy on remote education that they can share with parents. Familiarise yourself with this and ensure you know what is expected of teachers and your child during lessons, both online and offline.



9. MAINTAIN FEEDBACK WITH TEACHERS

Engage in communication with teachers where possible, and try to feed back progress and development as well as any helpful suggestions around the learning process. Be transparent but remain professional and only use official channels to communicate.



10. MONITOR YOUR CHILD'S WELLBEING AND MENTAL HEALTH

Remote education will likely mean that your child won't get the same level of social interaction and might not see their friends for a while. Keep a check on their wellbeing and try to encourage them to get out as much as they can. Whilst learning from home might seem fun and exciting to start with, missing out on seeing their friends every day might take its toll.

