
Remote Teaching & Learning Plan

St. Martin de Porres NS
Roll Number: 19617W

Date: 3rd February 2021



Remote Teaching & Learning Plan

Rationale

In response to this time of uncertainty, we have formulated this policy to outline how the school will maintain the link between school and home. In the event of another whole or partial school closure, we aim to continue to communicate with our pupils so that they may continue to engage with their learning.

We recognise that online safety is of huge importance and the aim of this document is to help protect both school staff and pupils, while teaching and learning online.

This policy does not set out to replace our Mobile Phone or Acceptable Usage Policy. Rather, it is proposed as an important addition to the area of learning from a digital platform. The policy presented here should be read also in tandem with our school's Code of Behaviour Policy and Anti-Bullying (including Cyber Bullying) Policy.

The primary obligation of all schools is to the welfare of the learners in their school. This policy, therefore, seeks to ensure that remote learning is safe for all student learners and that personal and sensitive data is also protected under GDPR legislation. Schools must ensure that learning takes place in an environment that is respectful and fair and meets its statutory duties.

This Policy has been formulated in accordance with the provisions of the Department of Education and relevant sections of:

- A. The Education Act (1998)
- B. Education (Welfare) Act (2000)
- C. Equal Status Act (2000)
- D. Education for Persons with Special Educational Needs Act (2004)
- E. Disability Act (2005)
- F. Children First Act (2017)
- G. GDPR
- H. Data Protection Act (2018)
- I. Department of Education: Child Protection Procedures for Primary Schools
- J. NEWB Guidelines for Developing a Code of Behaviour (2008)
- K. DES Guidelines on Continuity of Schooling for Primary School (May 2020)
- L. DES Guidelines of Continuity of Schooling: *Supporting Primary Pupils at Very High Risk due to COVID-19* (August 2020)

NOTE: This is a working document. As we continue to explore options available to support distance learning, the document will be updated accordingly.

Context

Teaching and learning is always evolving, especially as we move deeper into the 21st Century. Developments in IT provide us all with great opportunities as teachers and learners. Never before has there been greater scope to learn using technology. Advances in technology mean that assignments can be delivered remotely and that greater access to information on the internet affords the opportunities for real learning to take place under the watchful and professional guidance of the teacher. However, whether a child is being directed remotely or via a traditional classroom environment, it is very important that all partners are aware that once a learning exchange takes place between a student and teacher, whether at home or school, the same statutory rules apply i.e. the school's Code of Positive Behaviour and all aspects of the school's policies apply.

We recognise that online collaboration is essential for distance learning and that families are in favour of increased opportunities to maintain the connection between school and home. St. Martin de Porres NS uses a variety of child-friendly online tools which assist in providing more effective teaching and learning, while also enabling greater communication between staff, families and students.

General Guidelines for Good Online Communication in National Schools

1. Staff, families and pupils are expected to behave in an appropriate, safe, respectful and kind manner.
2. It is the duty of parents/guardians to supervise children while they are working online and to ensure that any content submitted to their teacher is appropriate and relates to the task assigned.
3. Staff members will communicate with pupils and their families via Seesaw.
4. Any electronic form of communication will be for educational purposes and to allow for communication with families.
5. Students and staff will communicate using tools which have been approved by the schools and of which parents have been notified.
6. Parental permission will be acquired before setting up a profile for a pupil on a communication forum.
7. For security reasons, individual passwords/codes will be provided to families, where applicable.
8. St. Martin de Porres NS cannot accept responsibility for the security of online platforms, in the event that they are compromised.

St Martin de Porres NS Online Teaching/Learning Platform

St. Martin de Porres NS will use the following online platforms for communicating and connecting with families/pupils:

-Seesaw. This is a child-friendly platform that enables education connections between school and home. Our 'Remote Teaching and Learning Plan' will include a combination of work and pre-recorded activities, assigned through Seesaw.

-Aladdin Connect. This is an extension to Aladdin Schools which will act as a communication tool between the school and parents/guardians. It is not intended to be used for remote teaching and learning.

-Seesaw: Rules for pupils using online communication methods

For submitting learning:

1. Please use your given name on your profile.
2. Please submit work and pictures that are appropriate and related to the task set by the class teacher – have an adult look at your work before you send it.
3. Please use kind and friendly words.

-Seesaw: Guidelines for parents and guardians

1. It is the responsibility of parents and guardians to ensure that pupils are supervised while they work online.
2. Please check over work which pupils send to their teacher, ensuring it is appropriate and related to the task set.
3. Please continue to revise online safety measures with pupils.

It is important to note that any breach of the above guidelines will result in a discontinuation of this method of communication. A breach may also result in a person being immediately removed from the platform.

St Martin de Porres NS Remote Teaching and Learning Protocols

For Students

- Check assigned work each week
- Communication may only take place between normal school hours
- The normal school calendar will apply
- The following school policies apply to Remote Teaching and Learning:

- ✓ Code of Behaviour
 - ✓ Anti-Bullying Policy
 - ✓ Acceptable Use Policy
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- Teaching and Learning best practice will continue to apply, with students expected to present all assignments to the best of their ability and on time, where possible in this evolving and unprecedented situation.
 - In so far as possible, provision for SEN students will be made when using Remote Learning methodologies
 - In so far as possible, provision for students at very high-risk to COVID-19 will be made when using Remote Learning methodologies.

For Parents/Guardians

- We ask parents/guardians to ensure protocols for students are adhered to
- Check in on their child's school work on a daily basis and talk to their child about the work being assigned
- The health and wellbeing of all is paramount. Circumstances may change for our school community unexpectedly, so please keep schooling in perspective. Parents are the primary educators of their children and therefore parents should exercise appropriate judgements when facilitating remote learning. We encourage a little work every weekday for routine. We provide work and guidance and ask parents and pupils to do their best and that is all.

For Teachers/SNAs

- Check uploaded work each week
- Communication will only take place during normal school hours
- The normal school calendar will apply
- The following school policies apply to Remote Teaching and Learning:
 - ✓ Child Protection Policy
 - ✓ Data Protection Policy
 - ✓ Code of Behaviour
 - ✓ Acceptable use Policy
- Teaching and Learning best practice will continue to apply with students expected to present all assignments to the best of their ability and on time, where possible.

For the following COVID-19 related scenarios

A. Provision for children who are at very high-risk to COVID-19

The school will engage directly with relevant parents/guardians regarding remote education provision for children who are deemed to be at **very high-risk** to COVID-19 (see HSE Guidelines) where medical certification has been provided to the school.

B. In the case of all other children who are instructed to self-isolate by their GP or HSE Public Health, educational provision will be provided as follows:

1. Children who are awaiting COVID-19 test results for themselves or a member of their household and have been instructed by their GP to isolate at home for a few days - these pupils will be supported to catch up on their learning on their return to school.
2. Children isolating at home on instruction from their GP due to a confirmed case within their own family/close contact outside of school (14 day isolation period) - teacher will link in with the pupil via Seesaw.
3. School Pod (small group of pupils) instructed by HSE Public Health to self-isolate - teacher will link in with pupils via Seesaw.
4. School Bubble (whole class) instructed by HSE Public Health to self-isolate – teacher will engage with the bubble daily on Seesaw.
5. Whole school closures as instructed by HSE Public Health (duration of closure will be advised by Public Health) – teacher will engage with pupils, using a blended approach of work and pre-recorded activities assigned through Seesaw.

Please note that the current situation is quite fluid and these circumstances may vary throughout the year.

Summary

- Do what you can within your circumstances. Don't worry about following books and workbooks *outside of the work set by teachers*.
- There will be no school work set for planned school closures/holidays. There will be no interaction on Seesaw during these times.
- Please keep updated with postings on the school website and direct email – they will be our main modes of communication going forward.
- We ask parents/guardians, students and teachers to ensure protocols are adhered to at all times.
- If you have yet to connect to any of the online platforms, please do so. If you are experiencing difficulties, please email the school and we will assist you in any way that we can and please contact the school with any further queries you may have.

We thank the school community for adhering to the above guidelines in order to support safety and welfare.

This plan was ratified by the Board of Management on 3rd February 2021 and is subject to change, in light of any guidance or instruction from the Department of Education and Skills/HSE Public Health.

Antoinette Thompson

Chairperson, BOM

Anne McMorrough, PhD

Acting Principal

