



Home Learning Protocol Rivington Foundation Primary School

At Rivington our marking and feedback policy embodies and is underlined by our mission statement:

Creating Visions of the Future through Kindness and Today's Strong Foundations.

We Care, We Trust, We Believe, We Share, We Enjoy, We Achieve!

'We Are Limitless. We Are Kind.'

'We Are 'Rivi!'

Our Vision:

At Rivington Foundation Primary School we believe that every child's potential is without limit – we grow together. At the heart of our school, all individuals have **limitless** opportunities to thrive in their own unique ways. By igniting passion and embracing difference, we can unlock **limitless** potential for all in our community. Through nurturing and trust, we can open **limitless** doors to exciting new adventures, challenges and experiences to spark **limitless** dreams for every child.

At Rivington Primary School we believe great learning opens doors and expands horizons. A love of learning is the greatest gift a school can bestow and should help all its children become the very best that they can be; developing a thirst for knowledge and building learning habits of mind that will last them a lifetime!

At Rivington Foundation Primary School, we believe that learning should be a lifelong process and a rewarding and enjoyable experience for everyone. Through our teaching we focus on inspiring the children to learn, equipping them with the skills, knowledge and understanding necessary to be autonomous learners who reach their full potential. We believe that appropriate teaching and learning experiences contribute to children becoming successful learners, who lead rewarding lives as responsible citizens.

Our School Motto:

'Only My Best Will Do!'

DISTANCE LEARNING PROTOCOL

In the event of partial or complete school closure, we will deliver our curriculum, if we are able, through distance learning - providing resources and teaching both electronically and with paper packs for families with limited internet access or who are concerned about limiting screen time. The main vehicles for on line teaching will be both our website and via the class Seesaw. Children have been taught how to use Seesaw in school. We will also continue with at least a weekly phone call from the team (staffing permitting).

Online Home Learning Guidelines for Parents and Carers:

- Make sure your child understands and is aware of the pupil guidelines.
- Answer the phone to school staff or return calls, messages or emails promptly if possible. Staff may call from withheld number.
- Supervise your child's internet use and online learning – make sure you are aware of what they have been asked to do and the websites they need to access.
- Make sure you know who your child is talking to or messaging.
- If a member of staff calls to speak to your children – check that you know who they are, speak to the member of staff yourself before your child talks to them, stay in the room while your child is on the phone.

Guidelines for all Video Calls and Video lessons (via Zoom):

- The parent or carer must make sure their child and other members of the household are aware the video call is happening.
- Staff, children and other members of the household must wear suitable clothing.
- Devices used should be in appropriate areas, for example, not in bedrooms; and where possible be against a neutral background.
- Language must be professional and appropriate, including any family members in the background.
- The same expectations apply for remote teaching and conversations as normal school conduct.
- Parents or carers will need to appear on screen at the start of the lesson to confirm they give consent for their child to be part of the group conversation.
- Wherever possible 'live' classes will be recorded and stored on Seesaw so that if any issues were to arise, the video can be reviewed. Parents and children will

be asked to confirm they are aware of this and give consent at the start of each session.

Group Video Lessons

- These will be group conversations only – via Zoom.
- If your child takes part in a group video conversation, they can be seen by the teacher and other pupils (and members of their household) that are part of the conversation.
- Parents or carers will need to give consent for their child to be part of a group video lesson.
- Parents or carers will need to appear on screen at the start of the lesson to confirm they give consent for their child to be part of the group conversation.

If the teacher has any concerns about children (or other members of the household) using unsuitable language, dress, location, the conversation will be ended and concerns will be recorded and passed to the head teacher or deputy head.

- Live classes should be kept to a reasonable length of time and should take place during normal lesson times

1:1 Video Conversations:

- Staff will only ever video call a pupil with prior agreement with parents and the head teacher or deputy.
- This will be at a pre-arranged time and day.
- The staff member will speak first with the parent or carer to check they are aware of the call.
- The parent or carer must stay in the room.
- Contact the school if you have any questions or concerns. You can leave a message on the school phone and we will call back. You can email bursar@rivington.lancs.sch.uk and we will email back.

Online Home Learning Guidelines for Pupils

- I want to stay safe online and I know that anything I do on the computer, phone, tablet or internet may be seen by someone else.

I will:

- only open pages which my parent, carer or teacher has said are okay

- talk to my parent, carer or teacher before using anything on the internet that I'm unsure about .
- tell my parent, carer or teacher if anything makes me feel scared or uncomfortable.
- Make sure all the messages I send and comments I leave are polite and positive.
- Tell my parent, carer or teacher if I get a nasty message or something makes me feel uncomfortable, and do not reply.
- Not give my phone number or address to anyone online.
- Not tell people about myself online (I will not tell them my name, anything about where I live or where I go to school, names of clubs I attend).
- Not upload photographs of myself onto the computer or internet without my parent or carer's permission.
- Keep any passwords I have private.
- Only speak to people I know online and on the phone.
- Never agree to share photos, phone, video call or meet a stranger.
- Always make sure my parent/carer knows who I am talking to or messaging.

Zoom

- When using Zoom, the teacher may let pupils comment, or they may have turned comments off.
- If you are allowed to comment you must remember our learning on online behaviour - you are polite and positive and comments should be related to your learning.
- Remember - teachers can see exactly who posts what on Zoom.
- If your teacher wants you to create a post, for example taking a picture of your Home Learning Project, they will enable you to create posts for that time.
- If you are posting photos of your learning, please remember to do so safely – remember to always check with your parent/carer before uploading a photo, and try to make sure your photo is of the learning, not the pupil. All pupils must be suitably dressed and in a suitable location.

UNACCEPTABLE USE

Examples of unacceptable use include, but are not limited to:

- Creating or sending any messages or comments that might upset other people.
- Using another person's username and password e.g. to access a device or website.

- Looking at, or changing work that belongs to other people without their permission.
- Wasting time or resources on school computers.
- Sharing pictures or making video calls without checking with your parent/carer.

Further information and support on how to keep safe on line:

- [Internet matters](#) – for support for parents and carers to keep their children safe online.
- [Lancashire Online Safeguarding for Parents](#) – for support for parents and carers to keep their children safe online
- [Net-aware](#) – for support for parents and careers from the NSPCC • Parent info – for support for parents and carers to keep their children safe online
- [Thinkuknow](#) – for advice from the National Crime Agency to stay safe online
- [UK Safer Internet Centre](#) – advice for parents and carers

