

FROXFIELD
CE SCHOOL

Review Cycle:-	Bi-annually	Date of Next Review:-	September 2022
Approver:- Chair of SDG	Signed:- Date:-	Approver:- Head Teacher	Signed:- Date:-

Online Learning Policy

In this policy the online platform referred to is Class Dojo.

School Values: Love, Courage & Respect

Aims

This policy aims to

- Set out expectations and arrangements for staff, parents and children when using online learning platforms.
- Establish an effective whole school approach to uploading and responding to pupils on a class and individual basis.
- Ensure children have opportunities to build resilience and express themselves through a wide range of activities, in line with the school values.



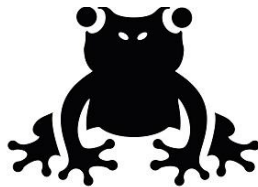
- To maintain the community relationship between school and families so that school continues to be an active presence in children's lives

- For children to continue having a sense of being a part of their class, in contact with teachers and the life of their peers
- For teachers to encourage and support children in continuing with home learning
- To minimise the impact of any absence from school/school closure on both children's education progress and their emotional well-being.

Expectations for teaching and learning

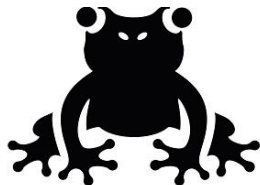
Teachers:

- Teachers will post work for children who have been absent, due to Covid-19, for more than 3 days.
- Work will be posted by 9am on the day it is due to be completed and, after the first two days, will follow the curriculum taught in school (an Emergency Plan may be used for the first two days to allow time for teachers to prepare for the move to online learning).
- Teachers will indicate a timescale for work to be completed and uploaded but will be mindful of different family limitations.
- Teachers will work hard to ensure there is a balance of screen based learning, written work and practical activities.



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- Teachers will ensure tasks are suitable to the ability range of the class and may offer extension or support activities.
 - Modelling or supportive materials may be included to reinforce learning. These may be links to existing materials such as White Rose videos, BBC bitesize and other web links or may be short video clips recorded by teachers.
 - Where children are well enough, it is expected that they work for the equivalent time of a school day, dependant on the age of the child (approximately 2/3 hrs for KS1 and 3/4 hrs for KS2).
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- The class teacher will take responsibility for uploading work onto the platform, responding to queries from parents and children and providing verbal feedback.
 - Teachers will do all they can do ensure that, during the period of home learning, the children are able to keep up with any peers who are working in school.
 - Should a teacher be required to self-isolate, contingency should be in place to continue to provide for home learning, whilst working from home as well as planning and preparation for the rest of the class, to be delivered by another member of staff in school.
 - Should a teacher become unwell, Mrs Farrow will take responsibility for uploading home learning activities and ensuring cover for children who remain in school.
 - Teachers will track individual progress and participation in home learning activities. Understanding should always be given to different family circumstances.
 - Within 48 hours, feedback should be given to every child on each piece of work they have uploaded. This can be a comment; Dojo points or just a thumbs up.



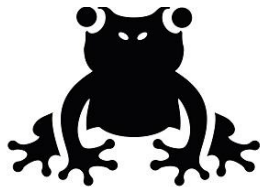
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- Work will only be shared to the whole year group/ class via the teacher. The share all option should not be enabled for children.
 - All comments from children must be approved by the class teacher before being added to the platform.
 - Teachers should monitor the morale of children working from home. Any concerns about the well-being of individual children should be shared with the headteacher at the earliest opportunity.
 - Any concerns of a safeguarding nature should be dealt with by following the safeguarding policy and reported to a DSL.
 - Teachers are expected to work within the school hours. Responses to children or families should only be sent within the working day (approximately 8am-5.30pm).
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- Teaching assistants may message children where appropriate. All communications must be checked first with a class teacher or where not possible a senior member of staff.

Parents/Children can:

Comments:

- Children can like the post of a teacher in the Class story.
- Children comment on a Class Story post with a positive comment.



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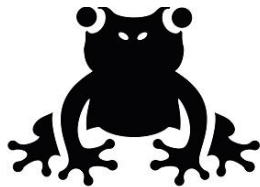
Example: 'It's fantastic seeing the great work everyone is doing!'

Portfolio:

- Children can post their classwork like poems, speeches, and artwork to their story through photos and videos
- Any work that is submitted to the child's portfolio will only be accessible by the Class Teacher and the connected parents to that child's account.

Messages:

- Message your child's teacher if you want to share something positive from home or congratulate your child on something they have done for school work.
- Message your child's teacher if you have a small query or would like to find out something simple
- Do message your child's teacher on Class Dojo if your child has any minor worries, for example:
 - I found it hard to find home learning for Monday. Where can this be found?
 - How can I see the work my child has submitted to Class Dojo?



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Online communication is a fact of modern life and we are using ClassDojo to support a strong link between home and school that enhances children's school experience. As stated in the school's acceptable use policies, we expect everybody to behave in a positive manner, engaging respectfully with the school and each other on ClassDojo, in the same way as they would face to face.

This positive behaviour can be summarised as being kind and polite and not making any posts which are or could be construed as rude, insulting, aggressive, bullying or otherwise inappropriate.

ClassDojo has been set up using parents' email addresses so that parents can use the app together with their child. We guide parents to see this as a shared experience where they are modelling to and supporting their child in learning how to use online communication well.

ClassDojo's Acceptable Use Terms

1. You will not post unauthorized commercial communications (such as spam, promotional emails, or advertisements) on or through the Service.
2. You will not upload viruses or other malicious code, files or programs.
3. You will not collect, solicit or otherwise obtain login information or access an account belonging to someone else.
4. You will not bully, intimidate, or harass any User or use the Service in any manner that is threatening, abusive, violent, or harmful to any person or entity, or invasive of another's privacy.
5. You will not impersonate a ClassDojo for a School employee, or any other person, or falsely state or otherwise misrepresent your affiliation with any person or entity.
6. You will not copy, modify, or distribute any text, graphics, or other material or content available through the Service without our prior written permission, or if such content is a User Content, the prior written consent of such User.

If parents have a concern about school or pupil use of ClassDojo, please contact the class teacher in the first instance. Further to this, where an incident relates to an inappropriate ClassDojo post by a member of the school community, we will contact the parent or staff member and delete the post/ request that the post be deleted as appropriate and will expect this to be actioned promptly.