



Scoil Chóca Naofa

Kilcock, Co. Kildare

Remote Learning - Revised Policy - January 2021

This document outlines Scoil Chóca Naofa's Remote Learning Plan to reflect the changed circumstances brought about by Covid-19 and the significant increase in the use of technology to continue learning. This policy is a "live" document and it will take account of any recommendations by DES or resulting from staff and/or Board of Management professional reflection/review.

It specifically outlines the various applications used for the delivery of lessons and the curriculum remotely in the event of a school closure. It will be reviewed at the end of January 2021.

This new plan operates alongside all of our existing policies such as Acceptable Use Policy and Digital Learning Plan, revised last year to include provision for online learning and available for your perusal on our school website.

We sent home the core learning books with the children at the end of last term as a precaution. If your child was not at school on that date, parents may come to the school building on Monday 11th January, Tuesday 12th January to collect their children's books. Your child's teacher will let you know your allocated collection time by email.

This policy will deal with 5 areas.

- Communications with Parents
- Guidelines for Remote Teaching & Learning
- Blended Learning
- Guidance for Guardians for Distance Education
- Remote Learning Etiquette

1. Communications with Parents

- Seesaw will be the primary platform used for remote learning and communicating with parents at a whole class level.
- SurveyMonkey Online Questionnaires will be used if feedback/permission is requested from parents.
- Whole school communication will be conducted by email through Aladdin.
- Class level emails will be sent by the teacher from their school email which is formatted ms**@scoilchoca.ie or mr**@scoilchoca.ie
- Small snippets of class learning may be shared to our school website through the school blog(www.scoilchoca.ie)

2. Guidelines for Remote Teaching and Learning

- Seesaw was established as our preferred tool for online learning and was set up last term by all teachers to ensure we were ready for a switch to online learning.
- If there is difficulty with access to Seesaw please email scnseesaw@gmail.com and remember to state your child's name and the name of their class teacher
- All classes have a Seesaw page and this will be used to communicate with parents/guardians and children and deliver planned curriculum content
- All parents/guardians have a unique Login for Seesaw for each child
- Class Teachers and Support Teachers (SEN) will upload class work to Seesaw. While this work will include some revision, it will predominantly feature on new learning across the curriculum.
- Curriculum content taught during this Remote Learning period (11th Jan - 31st Jan 2021) will be informed by Scoil Chóca Naofa's Yearly Plans.
- Children's completed work will be uploaded to Seesaw for teachers to view and correct.
- All Support Teachers (SET) have been added as a co-teacher to the specific class Seesaw that they support (Buddy Teacher) and will engage with their SEN children also through this medium.
- SET teachers and SNAs may organise distance learning home support packs to be delivered to our pupils with special educational needs.
- SNAs will support children appropriately as agreed with the teacher and Principal. This may include phone/Zoom calls with the children at a time arranged with the parents or engagement through online platforms.

3. Blended Learning

Remote Learning will take what is known as a blended approach involving a blend of direct instruction and unassisted learning, using the books they are familiar with and also online learning activities, allocated through SeeSaw

- Feedback from the teacher will be provided regularly through text or voice feedback on the child's page. Teacher may not comment on each individual assignment.
- In some cases, links to games and quizzes will be provided as a supplement to lessons
- Some teachers will upload instructional videos or voice-overs
- SET team collaboration will be a strong feature in the delivery of online remote learning.

In all cases the primary aim is to cover the required curriculum areas which will vary depending on the age group. Teacher autonomy and knowledge of the class skills and dispositions will dictate the most effective method to use to achieve this aim.

4. Guidance for Guardians for Distance Education

- The following are some suggestions that might help with learning from home:
- Try to have a quiet space where children can work
- Try to keep to a timetable to provide the children with structure, routine and breaks

- Parents/Guardians should get in touch with their teacher immediately if they are having difficulty accessing work. Your teacher will communicate with you by email Monday to ensure you have his/her contact email address..
- Parents/Guardians should make the teacher aware as soon as possible if they do not have access to the internet enabled device at home.
- We ask that parents monitor their child's use of Seesaw and ensure their children are engaging in work every day and submitting the required work to the class teacher

5. Remote Learning Etiquette

- Usual school code of behaviour applies at all times whilst working online.
- Please be aware that communication to teachers via Seesaw is with regard to their child's school work only.
- If you have any vital message, not related to your child's work but important to communicate to the school e.g., a family crisis/bereavement, please email this to the school office office@scoilchoca.ie. These communications will be handled with discretion.
- Please ensure children are posting only school-assigned activity to Seesaw
- Parents please rest assured that the wellbeing of the whole school community is a matter of priority for the Board of Management. Staff members have been advised to ensure they are maintaining a healthy work/life balance and will typically not contact parents outside school hours. Please allow a 24 hour response time to any query in the current climate.

Date: 08 January 2021

Le Meas,

Elaine Mahon
(Chairperson, Board of Management)

Linda Daly,
(Principal)