



Framlingham

COLLEGE

Framlingham College Prep School Remote Learning Policy

Purpose

When school is suspended and Remote Learning is implemented, the following guidelines are put in place. The intended outcome is that the curriculum remains our core focus and, as far as possible, pupil progress should not be negatively impacted.

Guidelines

We will be using the normal timetable as a guideline for the work that is set on a daily basis.

Year 1 & 2

Communication and suggested activities will come directly from Form Tutors using parent emails.

SUBJECT	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
English	80 minutes	80 minutes	80 minutes	80 minutes	80 minutes
Mathematics	80 minutes	80 minutes	80 minutes	80 minutes	80 minutes
Knowledge & understanding of the world	80 minutes	40 minutes	40 minutes		
French		40 minutes		40 minutes	
Art			40 minutes	40 minutes	
PE / Exercise	40 minutes	40 minutes		40 minutes	40 minutes
Music					

Year 3 & 4

Communication and suggested activities will come directly from Form Tutors using parent emails.

SUBJECT	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
English	40 minutes	40 minutes	80 minutes	80 minutes	80 minutes
Mathematics	40 minutes	80 minutes	40 minutes	40 minutes	80 minutes
French	40 minutes				
Music / Drama		40 minutes			40 minutes
Computing			40 minutes	40 minutes	
Science			80 minutes		
Art / DT				80 minutes	
RS				40 minutes	
PE / Exercise	60 minutes				
Humanities	60 minutes				



Framlingham

COLLEGE

Year 5

Communication and suggested activities will come directly from subject teachers using Firefly tasks.

SUBJECT	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
English	80 minutes	40 minutes		80 minutes	80 minutes
Mathematics		120 minutes	80 minutes	80 minutes	
French		40 minutes		40 minutes	
Music / Drama	40 minutes	40 minutes			40 minutes
Computing	40 minutes				
Science		80 minutes	40 minutes		40 minutes
Art / DT			80 minutes		
RS		40 minutes			
PE / Games	40 minutes		80 minutes		
Humanities				40 minutes	40 minutes

Year 6

Communication and suggested activities will come directly from subject teachers using Firefly tasks.

SUBJECT	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
English	40 minutes	80 minutes	80 minutes	120 minutes	
Mathematics	40 minutes	120 minutes	40 minutes	40 minutes	80 minutes
French	40 minutes	40 minutes			
Music / Drama	40 minutes				40 minutes
Computing			40 minutes		
Science		40 minutes		80 minutes	40 minutes
Art / DT				80 minutes	80 minutes
RS		40 minutes			
PE / Games			120 minutes		
Humanities		40 minutes	40 minutes		

Year 7 & 8

Will follow the normal school timetable and teachers will provide online live lessons via Microsoft Teams. Lessons will be recorded so they can be watched at any time by the pupils. (Please see Senior School Remote Learning Policy for expectations)

Classroom Teachers

1. A variety of tasks should be set across the curriculum, taking into consideration possible limitations pupils might experience at home such as access to a device, writing materials, physical resources and adult support.
2. Work set should reflect the length of a usual lesson.



Framlingham

COLLEGE

3. Teachers (R-Y6) should have a daily interaction with their pupils by 8:30am, this should be using email or Firefly or could be a recorded video that introduces set work and acts as a motivator for the pupils.
4. Wherever possible, work set should reflect the normal curriculum.
5. Teachers must keep a record that identifies the work set.
6. Teachers ensure that by the end of the day, all pupil's work has been acknowledged and any question dealt with in an appropriate manner.
7. Teachers should note any pupils who do not complete the work.
8. When video conferencing, teachers must be professionally dressed.

Head of Department and Head of Section

1. Should regularly check in with their teams to ensure that staff are consistent in their approaches and pick up on any potential concerns early on.
2. Should provide support to colleagues in their teams to ensure that work is provided as required.

Head of Learning Support

1. Should connect with parents and/or pupils on the SEN register to check how they are coping with the home learning.
2. Should coordinate the Teaching Assistants to reach out to pupils/staff and provide guidance / feedback as necessary.

Pupils

1. Should be dressed and ready to start the school day at the relevant times each morning.
2. If they are unsure about work, they should reach out directly to their teacher for clarification and support.
3. Should endeavour to complete all set work as far as resources and support allow them to.
4. Should engage with remote learning in a positive and appropriate manner and using written English of the same standard as expected in school.
5. If invited to join a video conversation they must be suitably dressed, and in a shared space.

Parents

1. Should encourage and support their child's/ children's work – including: finding an appropriate place to work, checking that set work is completed.
2. Should contact the class teacher by email if there are any concerns.
3. Should send any physical pieces of work produced by their child into School so that the teacher can see and acknowledge them.



Framlingham

COLLEGE

Safeguarding

- This guidance document is supported by the Safeguarding Policy in place at Framlingham College.
- Specific additions to note: The usage of video teaching is governed by the Responsible Use Policy for all members of our community.
- All lessons on Teams will be recorded.
- Parental involvement during video sessions: by bringing staff instruction into the home, the lessons can feel different. The same rules of communication apply as if this were a regularly taught lesson meaning that the interaction in these lessons are between the teacher and the pupils alone.

- Size of groups for remote learning:

Video Sessions

- No one-to-one video session can happen without written consent from parents. This is for safeguarding reasons. The minimum group size for a video session is three.

Audio Sessions

- One-to-one audio sessions are fine.
- Staff registering for any software / platforms, must do so with their school email address.