



Small Haven School

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Dear Parent/Carer

As you are aware, schools are required to have a remote learning plan in place so that any child who cannot attend school because of COVID-19 does not miss out on their learning.

This document explains our plans for remote learning for children who have to self-isolate, or where local or national restrictions mean that children need to stay at home. Please note that we do not expect children to carry out remote learning when they are off ill. If you and your family become ill or are required to self-isolate, then please get in touch if you need help with getting supplies. We are still operating an outreach delivery service to those who may require it and will be happy to help.

Our remote learning plan

Our remote learning plan has been made with our pupils and their families in mind. We believe that this strategy will work best for the children at our school.

At Small Haven School, we understand that all of our pupils have individual needs and that one fixed expectation for all children is not appropriate or helpful. As we do in school, each pupil's plan will need to be differentiated and tailored to their own needs and will have a wellbeing focus as well as an academic plan. We appreciate that some of our children struggle with home-learning more than others and that families are facing different challenges and circumstances. Therefore, pupil plans will be devised in conjunction and agreement with you as their parent.

- How many hours a day children will be expected to be learning will vary depending on what they can realistically achieve. A good guide is a minimum of 3 hours for primary children and 4 hours for secondary aged students. However, some pupils will be capable of much more whilst others will need this reduced.
- All pupils will be provided with multi-subject learning packs and appropriate online learning platforms from the first day of remote learning, where possible. This will include login instructions and passwords.
- Any stationary, learning resources and manipulatives can be provided as needed. Work will be provided and collected weekly, or as and when required, with feedback given the following week. However, children and parents can contact the school at any time to request further support or clarification sooner if needed.

- Where appropriate, some recorded sessions, such as Story time, will be sent to parents to share with their children if helpful. We understand that some of our pupils find virtual contact unsettling and this is never forced on pupils.
- From consultation, it is our understanding that all of our pupils have access to a computer/laptop. If this is not the case, then please let us know so we can support you.
- It's important that your child engages with home learning where possible. In order to encourage this, we are happy to provide regular messages and phone calls home as well as provide rewards charts and visual timetable if needed. Please contact us if you require any such support.
- Teacher's will offer weekly virtual check-ins/lessons to each home learner. The aim of these sessions will vary depending on the need of each individual but will generally aim to provide ongoing positive contact with school, input and clarity on new work packs, talk through previous work, check in on wellbeing and provide praise and encouragement. In cases where the child/young person declines these sessions the time will be offered to the parents to discuss the above support, should they wish to. Please see our '**safe technology based home-learning and communication guidance**' below. We thank you for your time and support in facilitating this process.

Safe Technology Based Home-Learning and Communication Guidance

- *Where one to one communication is necessary, this will only be with the explicit written/verbal consent of the head, teacher, young person and parent(s) (email is fine).*
- *Parents should be present during remote sessions.*
- *Staff and children must wear suitable clothing, as should anyone else in the household.*
- *Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should not contain sensitive/personal identifiable information.*
- *Interactions should be kept to a reasonable length of time and during school hours.*
- *Language must be professional and appropriate, including any family members in the background.*
- *Staff will only use platforms agreed with senior leaders and the IT manager to communicate with pupils (school zoom/FaceTime/telephone call).*
- *The DSL will monitor and coordinate all communication-please inform Stacey if any issues arise.*

We understand that the current situation is incredibly challenging for you and your children and the safety and wellbeing of our community is of paramount importance to us. I am happy to provide regular check-ins for pupils and parents who require it. I would like to remind you that we are also here to support you as well as your children and encourage anyone who may be experiencing their own difficulties to get in touch so we can support you appropriately or sign post you to other support organisations where needed.

What you can do to help

We appreciate that if this situation arises, it may present some challenges for you. We are incredibly grateful for your support that enables us to continue to provide high-quality education and support for your child during this time.

We understand that our children need support in accessing online materials and staying focused with their remote learning. We ask that you help them as much as you can.

At the same time, we don't expect parents/carers to be able to replicate the provision in school. We understand that some of our children with ASD struggle with home-learning, viewing home as home and school as school. We also appreciate that some parents have other children to support or work commitments.

Helpful tips:

- Try to maintain usual routines, such as bed times to keep consistency.
- Try to encourage your child to be ready and dressed for the start of the school day.
- Distinguish between weekdays and weekends, and make it clear when the school day is over, to separate home and school life.
- Agree a realistic timetable with achievable goals, which includes regular breaks and exercise to help keep your child active and motivated. Be flexible when needed.
- Avoid distractions, such as phones, TV and gaming devices where possible. These are best used as reward incentives following a successful period of learning.
- Relax! It's crucial that you and your family do not put yourselves under any extra stress at this difficult time. Just do your best and let us know if you need support.

Please keep in touch with us and do let us know if you're having any difficulties with remote learning, or if you have any questions. You can contact Stacey White, Principal Head, on 01843 597088/07483146304

Thank you for your continued support.

Yours faithfully,

Stacey White

Principal Head, Small Haven School