

## **Distance Learning**

The following guidelines and protocols have been put in place to support students, teachers and parents during any period of school closure where it may be necessary for teaching and learning to continue remotely. The main aim is to continue to provide all our students with an effective education programme and to support the wellbeing of our students and teachers while out of the normal school environment.

### **Aims of Distance Teaching and Learning:**

- To adopt a whole school approach to student online learning
- To ensure regular engagement of students in lessons, tasks and learning experiences, in order to ensure continuity and progression of their learning
- To provide support for students with special educational need (SEN) and students at risk of educational disadvantage
- Provision of a variety of self-assessment tools to students
- To provide feedback to students through a variety of media formats as deemed appropriate by the teacher
- To provide a facility whereby students and parents can contact teachers if and when they need support
- To help bring a sense of routine to students' daily activities and to contribute to their sense of wellbeing and positive mental attitude.

The school will use apps such as Seesaw and ClassDojo to support pupils in the continuity of teaching and learning to engage pupils in remote learning.

These apps online learning platforms for student engagement, which are designed to allow teachers to share or set activities or tasks for their students as well as providing children with opportunities to self-assess. Pupils learn to use creative tools to respond to set tasks and assignments by texting/writing, drawing, videoing or taking pictures. The pupils' work is captured in an online portfolio.

These apps may be used by staff to provide remote learning opportunities for pupils who are not able to attend school due to:

- Exceptional circumstances (current pandemic)
- Extended periods of sickness
- School closures (snow days)

In keeping with school policy, the staff will not be obliged to provide a programme of academic work for pupils absent due to extended holidays outside of the standardised school year.

Parents/guardians must download the remote learning apps to their personal devices and will receive an activation code from the school via Aladdin.

Using the activation code provided by the school will be viewed as consent provided by the parent to the school permitting communication with their child through this medium.

Parents have a responsibility to ensure their children observe good on line etiquette when engaged in any on line learning programme.

Teaching staff will have responsibility for ensuring that all content, communication and feedback is appropriate and consistent with the primary school curriculum as well as being supportive of the in class programme already under way in school.

### **Zoom Teleconference**

Zoom is a cloud based video telephony software platform used for teleconferencing, telecommuting, distance education, and social relations.

Staff of the school may choose to use Zoom teleconferencing for the purposes of:

- Student/class interactions eg class assembly
- Staff meetings-ISM, SNA, SET, Teacher, Ancillary
- Board of Management meetings

In the case of all interactions with pupils the following strict guidelines will apply:

- Invitation to a zoom activity will be forwarded to *parents only* via email
- Participants ID names should be clearly visible at all times. Unidentified devices will not be admitted to ensure the privacy of all and a waiting room system will operate for all Zoom meetings
- Students should choose a suitable location in the home for the online classroom. They should present themselves for class appropriately dressed and no eating is permitted during the session
- At least 2 members of staff , acting as co-hosts , should be present at any zoom session at all times
- The session should be terminated if a teacher finds themselves on their own in the meeting for whatever reason e.g loss of signal by the other staff member
- The hosts may exercise control over the zoom features controlling the participants' ability to speak, share and chat and may mute/unmute participants as appropriate.
- Interactions between pupils and staff should at all times be respectful and appropriate. Inappropriate behaviour will result in immediate removal from the zoom meeting and may result in sanctions in line with the code of behaviour of the school
- Pupils will not be permitted to record, photograph or share any part of the zoom session. This is against our code of behaviour, data protection policy, anti-bullying policy and child protection policy. A serious sanction will apply.
- Students should report any inappropriate, abusive, defamatory or unacceptable activity to a staff member immediately
- Staff may record all or part of the session for educational purposes only. In all Zoom conferences, participants will be made aware if the host is recording the session.