



St Mary's Catholic Primary School

Remote Education Policy

Date Approved: September 2026

Review Date: September 2027

Policy Owner: Headteacher

Approval: Governing Body

1. Statement of Intent

At St Mary's Catholic Primary School, we are committed to ensuring continuity of education for all pupils when circumstances prevent attendance at school. Guided by our Catholic ethos, we strive to ensure that all pupils continue to feel connected, supported and engaged in learning regardless of where education is taking place.

Remote education forms part of our wider commitment to providing a high-quality education and ensuring that all pupils can continue to make progress during periods of absence or disruption. This policy replaces previous arrangements developed during the Covid-19 pandemic and reflects current expectations for remote education provision. The school continues to use digital platforms such as Microsoft Teams and Tapestry to support learning where appropriate.

2. Circumstances Where Remote Education May Be Used

Remote education may be provided when:

- A pupil is absent for an extended period due to medical reasons.*
- A pupil is unable to attend school because of exceptional circumstances.*
- The school is required to close partially or fully due to emergencies.*
- Severe weather or site issues prevent attendance.*
- Significant disruption affects normal school operations.*
- A pupil is subject to a suspension and remote education is considered appropriate.*

Remote education will not normally be provided for short-term illnesses where pupils are expected to rest and recover.

3. Aims

The aims of remote education are to:

- *Maintain continuity of learning.*
 - *Support pupil progress and attainment.*
 - *Ensure pupils remain engaged with the curriculum.*
 - *Maintain regular contact between school and home.*
 - *Provide an inclusive approach that supports all learners.*
 - *Minimise disruption to education.*
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4. Remote Education Platforms

The school may use:

- *Microsoft Teams*
- *Microsoft 365*
- *OneDrive*
- *Tapestry (EYFS/KS1)*
- *School email systems*
- *Approved educational websites and applications*

All communication between staff and pupils must take place through approved school platforms.

5. Expectations for Learning

Teachers will provide learning that is:

- *Appropriate to pupils' age and stage of development.*
- *Aligned as closely as possible with the curriculum being taught in school.*
- *Accessible to all learners.*
- *Designed to encourage independent learning where appropriate.*

Work may include:

- *Recorded lessons.*
- *Live teaching sessions.*
- *Reading tasks.*
- *Practical activities.*
- *Writing tasks.*
- *Mathematics activities.*
- *Research projects.*
- *Retrieval and revision activities.*

The balance of activities will vary according to pupils' ages and needs.

6. Live Teaching and Recorded Content

Teachers may deliver:

- Live lessons through Microsoft Teams.
- Pre-recorded teaching videos.
- Small-group intervention sessions.
- Virtual assemblies and prayer opportunities.
- Feedback sessions.

All live sessions will:

- Be delivered through approved school platforms.
- Follow safeguarding procedures.
- Be age appropriate.
- Be professionally conducted at all times.

Pupils are expected to adhere to the school's Behaviour Policy during online learning activities.

Staff may record teaching materials where appropriate. Any recordings will comply with safeguarding and GDPR requirements.

7. Expectations of Pupils

Where pupils are well enough to access remote education, they are expected to:

- Complete assigned learning activities.
- Engage positively with teachers and classmates.
- Submit work within agreed timescales.
- Follow the school's Behaviour Policy.
- Use school technology and online platforms safely and appropriately.

Parents and carers are encouraged to support pupils in establishing regular routines for learning at home.

8. Expectations of Staff

Teachers will:

- Provide appropriate learning activities.
- Maintain communication with pupils and families where required.
- Monitor engagement.
- Provide feedback in line with school assessment practices.
- Follow safeguarding and data protection expectations.

Teachers will use professional judgement when determining the most appropriate methods for delivering learning.

9. Assessment and Feedback

Feedback remains an important part of effective teaching and learning.

Teachers may provide feedback through:

- Whole-class feedback.
- Written comments.
- Verbal feedback during live sessions.
- Online quizzes and self-marking activities.
- Individual comments on submitted work.

The type and frequency of feedback will reflect the age of pupils and the nature of the learning.

10. Digital Inclusion

The school recognises that some families may experience barriers to accessing remote education.

Where possible, the school will:

- Identify pupils who may lack access to suitable devices.
- Support families experiencing difficulties with internet access.
- Adapt provision to ensure inclusion.
- Consider alternative methods of providing learning when necessary.

No pupil should be disadvantaged due to limited access to technology.

11. Support for Pupils with SEND

Remote education will be adapted where necessary to meet the needs of pupils with Special Educational Needs and Disabilities (SEND).

Teachers will:

- Differentiate learning appropriately.
- Adapt resources where required.
- Liaise with the SENDCo.
- Maintain communication with parents and carers.
- Make reasonable adjustments to support access and participation.

Individual arrangements may be made where pupils require a different approach to remote education.

12. Vulnerable Pupils

The school will pay particular attention to the engagement and wellbeing of vulnerable pupils, including:

- Pupils with SEND.
- Disadvantaged pupils.
- Children in Need.
- Pupils with Education, Health and Care Plans.
- Looked After Children.

Additional contact and support may be provided where appropriate.

13. Pastoral Care and Wellbeing

The wellbeing of pupils remains a priority during periods of remote education.

Staff will:

- Monitor pupil engagement.
- Promote positive wellbeing.
- Signpost support where needed.
- Communicate concerns through established safeguarding procedures.

Parents and carers remain responsible for pupils' supervision and wellbeing whilst learning at home.

14. Safeguarding

Safeguarding remains the school's highest priority.

The school's Child Protection and Safeguarding Policy applies to all remote education activities.

Staff must:

- *Use only approved communication platforms.*
- *Maintain professional boundaries.*
- *Report safeguarding concerns immediately.*
- *Follow school safeguarding procedures at all times.*

Parents are encouraged to supervise younger pupils when accessing online learning.

15. Online Safety

All pupils are expected to follow the school's Acceptable Use Agreement and Online Safety procedures.

Pupils must:

- *Use technology responsibly.*
- *Respect others online.*
- *Report any concerns to a trusted adult.*
- *Not share passwords or personal information.*

Any misuse of school systems may result in restrictions and action under the Behaviour Policy.

16. Use of Artificial Intelligence (AI)

The school recognises the growing role of artificial intelligence in education.

Staff may use approved AI tools to support:

- *Planning.*
- *Resource creation.*
- *Administrative tasks.*

Any AI-generated content must:

- *Be checked by a member of staff.*
- *Comply with GDPR requirements.*
- *Not contain personal information.*
- *Not replace professional judgement.*

Pupils may only use AI tools where directed by staff and in accordance with school policies.

17. Equality and Accessibility

The school is committed to providing remote education in accordance with the Equality Act 2010.

When delivering remote education, the school will have due regard to the need to:

- *Eliminate discrimination.*
- *Advance equality of opportunity.*
- *Foster good relations between different groups.*

Reasonable adjustments will be made to ensure pupils with disabilities or additional needs can access learning effectively.

18. Data Protection

All staff, pupils and parents must comply with the school's Data Protection Policy.

Personal information must only be shared through approved school systems and platforms.

Staff must ensure that confidential information remains secure when working remotely.

19. Monitoring and Review

The Headteacher is responsible for monitoring the implementation and effectiveness of this policy.

The Governing Body will review this policy annually or sooner if legislation or guidance changes.

St Mary's Catholic Primary School is committed to ensuring that all pupils continue to receive a high-quality education and pastoral support regardless of the location from which learning takes place.

