

## Virtual Learning Plan for Rainbow Department January 2021

Task	When/How Often?	Who?	Follow Up
<p style="text-align: center;"><b>Home Learning Guidance Sheets and resources</b></p> <p><u>For each pupil who is at home:</u></p> <ul style="list-style-type: none"> <li>• Review pupil's PPP and identify which targets can be worked on at home and how this could be achieved</li> <li>• Identify families of children where further guidance will be appropriate. Produce and share an instruction/guidance sheet for parents about how they can work on these targets at home, what activities can be done etc. This may be emailed to parents, sent via Dojo, hand delivered or put in the post.</li> <li>• Create parent friendly opportunities for PPP focused activities (1-1 zoom sessions, resources for zoom sessions i.e. choosing board or props sent home, individualised activity packs, YouTube videos) Shared resources posted onto dojo by team from other staff members within the school e.g. PE based activities, OT, SALT</li> <li>• 'Activities' posted by Teachers &amp; SSA'S working from home on dojo linked to a topic with additional activities shared linked to upcoming events/celebrations</li> </ul>	<p>11<sup>th</sup> January 2021</p> <p>Send new resources weekly/biweekly depending on individual family requests</p> <p>Weekly</p> <p>As made available</p>	<p>Class teachers to do this with the support of the SSA and TAs</p>	<p>Discuss home learning during the weekly/ conversations with parents. You may be able to suggest extensions/next steps there and then, or you may say you'll get back to the parents with further suggestions/an updated home learning guidance sheet.</p> <p>Complete weekly summary sheet which will be reviewed by the department lead</p> <p>Review the uptake of the activities and note any feedback</p>
<p style="text-align: center;"><b>YouTube/Videos</b></p> <p><u>For each pupil who is at home:</u></p> <ul style="list-style-type: none"> <li>• A minimum of two 'live' zoom sessions to be made available each day for children within Rainbow to join – range of sessions made available across the week – access codes to be made available to parents via Rainbow dojo. Timetable of sessions for the week will be shared with parents via dojo. Videos of all sessions will be</li> </ul>	<p>Daily sessions</p> <p>Weekly timetable</p>	<p>All department staff</p>	<p>Organise sessions at weekly department meeting – look for consistency and coverage with</p>

<p>recorded and uploaded onto YouTube. Links will be shared with parents. Range of videos to be made available to staff linked to the timetable for children with activities they may access in school e.g. attention autism, sensory story, hello. Resources linked to videos will be sent home for parents to support children during sessions this might include: choosing board for songs, props for stories, stage 3 activity resources.</p> <ul style="list-style-type: none"> <li>• Class teams to send the parent links to any particular CWS YouTube videos that would be of benefit to the individual pupil.</li> <li>• Department staff plan and record any additional YouTube videos they think would support the pupils with their home learning and upload to the school YouTube channel. Opportunity is available to send videos home via Dojo if that is preferred.</li> </ul> <p><u>For each pupil in school:</u></p> <ul style="list-style-type: none"> <li>• As appropriate join zoom sessions with peers working from home on zoom sessions</li> </ul>	<p>As appropriate</p> <p>As appropriate</p> <p>As appropriate</p>		<p>consideration giving to upcoming events or celebrations</p> <p>Review linked to parents requests and weekly feedback sheets</p> <p>Review attendance for these sessions</p>
<p style="text-align: center;"><b>Zoom Sessions</b></p> <ul style="list-style-type: none"> <li>• Teachers, SSAs and TAs to take it in turns to plan and deliver department zoom sessions that any pupils from the department can access. Minimum of two staff members on the session. Further guidance as outlined above</li> <li>• Class teams will consider where further or alternative sessions are required e.g. 1:1 Zoom sessions/Teams meetings/sessions with individual pupils and their parents.</li> <li>• Class teams may wish to deliver specific Zoom sessions for their class in addition to the department zooms</li> </ul>	<p>Timetable to be organised and shared weekly</p> <p>As appropriate with discussion within class teams</p> <p>As appropriate with discussion within class teams</p> <p>As appropriate with discussion with therapy</p>	<p>All department staff</p>	<p>Organise at weekly team meeting</p> <p>Further class discussion in class team meetings</p> <p>Further class discussion in class team meetings</p>

<ul style="list-style-type: none"> <li>Zoom/teams sessions may be required with the support of therapy teams for individual pupils</li> </ul>	teams	Therapy teams as appropriate	Class teacher to liaise with therapy teams as appropriate
<p style="text-align: center;"><b>Speaking to Parents</b></p> <ul style="list-style-type: none"> <li>Contact to be made at least once a week for children at home. This is likely to be over the phone, but could be an individual zoom session. This could be a virtual learning session of a discussion with the parent about how the pupil is and how the learning is going. Discuss next steps, things to try, additional activities etc. It is important that we speak to the parents. You may use email, Dojo messages etc. as well, but please speak to each parent a minimum of x1 per week.</li> <li>Do not need to call parents whose children have places in school unless this is only 1 day or you have been directed to do so by the department lead or SLT. For pupils in school class dojo to be used as it would under normal circumstances</li> </ul>	As outlined	Teachers, SSAs and TAs (Class Teachers to organise)	<p>Share information during class meeting. Follow up any actions from conversations with parents.</p> <p>Conversations to be recorded as appropriate on cpoms and the weekly feedback sheet</p>
<p style="text-align: center;"><b>Class Meetings</b></p> <ul style="list-style-type: none"> <li>Arrange a weekly virtual class meeting to: <ul style="list-style-type: none"> <li>Share information about how the pupils are.</li> <li>Discuss the home learning that the pupils have done and any actions.</li> <li>Plan home learning for the following week.</li> </ul> </li> </ul>	Once per week	Teachers, SSAs and TAs (Class Teachers to organise)	Review any feedback from home learning
<p style="text-align: center;"><b>Weekly Summary Sheet</b></p> <ul style="list-style-type: none"> <li>All contact with pupils/parents can be recorded on the weekly summary sheet by Friday. Only record on CPOMS if there is a safeguarding concern. Summary sheet does not have to include pupils who are in school</li> <li>Department lead to review all summary sheets and discuss further with class teams as required</li> </ul>	Teachers to ensure documents are saved on the school staff drive by the end of the school day every Friday (or before)	Class Teachers (possibly with SSA support)	As required from department lead or SLT reviews

<p style="text-align: center;"><b>Innovation/Creative Thinking</b></p> <ul style="list-style-type: none"> <li>Please keep thinking about what else you can do to support the pupils and their families either with their well-being or home learning. Please share any ideas you have! This might be linked to videos or activities as outlined above</li> </ul>	As appropriate	All department staff	Review what is made available weekly – teachers and department lead
<p style="text-align: center;"><b>Keep a List</b></p> <ul style="list-style-type: none"> <li>For staff members who are working from home, it would be a good idea to keep a list or note in your diary of the school tasks you complete each day/week as you may be asked for this.</li> </ul>	As appropriate	All department staff	Review what is made available weekly – teachers and department lead
<p style="text-align: center;"><b>Identify families with little engagement in home learning</b></p> <ul style="list-style-type: none"> <li>Teams to flag families who are struggling to engage. Identify if families need an alternative provision and support. If these families do not want to engage at the moment then ensure they are still offered resources and learning opportunities at a later date.</li> <li>Teachers to discuss these pupils each week and share ideas/successes of how to support these hard to reach families.</li> </ul>	As appropriate	All department staff	Review what is made available weekly – teachers and department lead