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| Policy: | Remote Learning & Assessment Policy |
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| Review Date: | February 2025 |
| Next Review: | February 2028 |
| Authorised by: | Deputy Headteacher / Quality Nominee |

Remote Learning

Remote Learning is a mode of delivering education to learners who are not physically present in a traditional setting such as a classroom.

Digital Remote Education is often known as online learning. This is remote learning delivered through digital technologies.

Students who are unable to attend school will be provided with activities and resources to enable them to engage in learning whilst at home.

Intent

- The timetable of Remote Learning is planned to suit the needs of our students.
- Students receive meaningful and ambitious assignments each day in different subjects.
- School will aim to support students in accessing appropriate technology for digital remote learning.
- School will provide paper copies of work if students cannot access digital learning for whatever reason.
- Students are supported with additional resources when required eg. coloured pencils; sensory equipment
- Project work and physical education promote off-screen activities
- All teachers and teaching assistants have access to technology to support students' learning

Implementation

- Home learning should now be short-term whilst a student has to self-isolate or is recovering from illness.
- Every Clare Mount student, by virtue of our being a 'Google' school has a Gmail email address and access to the Google Classroom module. This provides a straightforward method for teachers to both set and assess work that has been provided for remote access.
- Students are provided with learning activities from a broad and balanced range of subjects.
- In addition to Google Classroom, several Clare Mount departments now make use of online platforms (Mathswatch, MyMaths, EverLearner, e-DofE etc) to ensure that students who are unable to attend school in person have access to work.
- The activities should be designed to be accessible and engaging
- Students and parents are made aware of on-line and e-safety

- Parents / Carers are encouraged to share any concerns, with their child's Form Tutor or Head of Year, and ask for support when required.

Impact

- Students are engaging in learning when possible whilst at home.
- Teachers will ensure students are supported to catch-up on return to school
- Teachers will adapt their lessons based on how well their students are progressing

Remote Assessment

This is a method of assessment delivered to learners away from a centre, with little or no face-to-face contact with teachers, where the assessment is designed to be carried out remotely. This is employed in situations where traditional methods of assessment may be difficult or impossible to operate. For example, use of E-assessment where this is the sole means of contact between the learner and the assessor; assessments completed in a location remote from the assessor, without direct supervision from a centre.

Feedback is provided through Google Classroom messages, 'mote' voice responses, and written feedback when appropriate. Feedback on assignments is recorded on BTEC documentation ie. 'Assessor's Comments'.

In the rare event of a student producing work for an assessed assignment, the parent/carer will be expected to sign to verify the authenticity of the learner work. The assessor will confirm that the work produced is at a level expected of that student.

Remote learning and assessment are not appropriate where:

- Practical skills and/or interaction with individuals/equipment need to be demonstrated and assessed
- The assessment methods chosen by the centre to meet the requirements of distance learning are not the most appropriate to assess learners' achievement of the learning outcomes
- There are group work situations/units where collaboration with others is needed
- There is a requirement for learners to be overseen in person by centre staff at a specific physical location, under controlled conditions

Application to use distance learning or distance assessment when necessary

- Clare Mount will complete and submit a Distance Learning Self-Assessment (DSL) Form to apply for qualification approval when necessary
- The programme delivery will not commence by distance learning or distance assessment without approval
- Quality Assurance procedures will be put in place to support staff and learners
- When learners are registered, the examination board will be informed of any students being taught or assessed at a distance by ticking this option under 'mode of delivery'
- The Self-Assessment Procedure will be used by the centre to support this policy

This policy will be updated again if lock-down regulations need to be implemented.