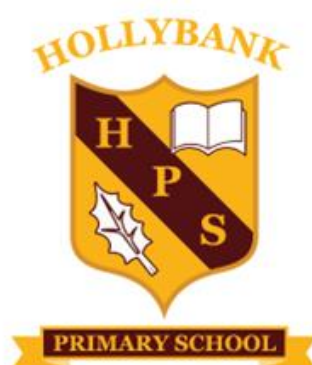


HOLLYBANK PRIMARY SCHOOL & NURSERY UNIT

POLICY FOR:

REMOTE LEARNING



Issue Date	FEB 2026
Staff Responsible	L Brett
Issued to	Staff, Parents and Governors
Review Date	FEB 2028

ENGAGE, EMPOWER, EXCEL

Our purpose is to create a safe, stimulating learning environment for all to experience success. In partnership with families, we aim to inspire and equip our pupils to fulfil their true potential and excel in their future development.

We continually strive for excellence in every area of school life, through modelling and teaching the values of resilience, respect and kindness.

Rationale

In Hollybank Primary School we nurture every child's unique talent, to enable them to flourish in a climate of high expectations, innovation and creativity.

If children are unable to attend school due to closures, for reasons such as dangerous weather, we are committed to providing remote learning opportunities to deliver a coherent range of curricular experiences.

The policy outlined here reflects a clear commitment to reinforce skills across all year groups, and give pupils access to learning activities which will meet their needs, building upon prior learning. Learning should be accessible, manageable, and aligned with safeguarding and wellbeing.

Our Aims are:

- To have structured opportunities to connect with learners during a school closure
- To provide continuity of learning and skills development
- To ensure planning for opportunities for pupil achievement and attainment

Roles and Responsibilities

The role of staff:

- To provide a learning platform where all children can engage in learning
- To promote an ethos of inclusion, respect, fairness and equality
- Ensure that cyber resilience and internet safety is central to all digital technology use
- To observe and monitor children's learning throughout the day
- To provide support and guidance for pupils
- To keep abreast of research and national agenda and demonstrate an ongoing commitment to professional learning
- To engage with effective learning and teaching resources

The role of the pupils:

- To participate in online learning and activities as published by their teachers
- To **contribute** their views through Seesaw

The role of parents:

- To encourage pupils to access online learning and associated activities
- To support the school values
- To foster an open pathway of **communication** between the school and home where appropriate

Expectations for learning provision:

1. Teachers will upload a single Seesaw post each morning (by 9:30am) outlining:
The day's learning tasks (max 2–3).
Clear instructions and any links needed.
Approximate time guidance (e.g. "15–20 minutes per task").
2. Core Learning only should be uploaded
For a short closure, teachers set:
Literacy task (e.g., reading comprehension, writing prompt, phonics activity)
Numeracy task (e.g., worksheet photo, practical maths at home)
Optional learning challenge (e.g., art, outdoor scavenger hunt, STEM challenge)
3. Tasks Must Be Accessible at Home
Activities should use common household items or paper.
Avoid reliance on printing.
Provide alternatives for families without materials (e.g., "write on a page instead of printing the worksheet")
4. Teacher Availability
Teachers should check Seesaw intermittently during the school day (e.g. **two check-ins**, AM/PM).
Respond to pupil uploads with:
 - A short comment
 - A voice note
 - A like(No expectation of detailed marking.)
5. Safeguarding & Communication Boundaries
All communication must remain within Seesaw's class feed or approved features.
Staff availability ends at normal school finish time, which is 3pm.

For weather closures which often occur suddenly, there is no requirement for:

- Live video lessons
- Real-time interaction
- Full timetable delivery

6. Completion Is encouraged, not required

- Families may have limited devices or electricity during severe weather.
- Tasks should be "**complete what you can, when you can**".
- No penalties for non-completion.

7. Pastoral Connection

Teachers should include a short, friendly message such as:

- "We hope everyone is safe and warm today!"
- "Send us a photo of something fun you're doing indoors."

This keeps pupils connected without adding workload.

8. Optional Extras (if easy to include)

- A short teacher **video message** saying hello.
- An optional **story read-aloud**.
- A practical movement activity (e.g., "10 minutes of GoNoodle").

These are nice touches but not required.

All classes from Primary 1 to Primary 7 have a Seesaw account and Winning With Numbers account, and P1-P5 also have access to Oxford Owl for Read Write Inc. All teachers are responsible for planning, assessment and for meeting the needs of all children, whether this is face to face, or online. To ensure continuity of provision in the event of staff illness, the Senior Management Team will also be able to access each Seesaw account.

- Upload of Literacy task for the day
- Upload of Numeracy activity for the day
- Upload of World Around Us task for the day
- Social studies skills development through Seesaw communication

Pupil led learning should be facilitated with relevant contexts for skills development. Independent research and learning should be encouraged.

Seesaw regular check-ins, throughout the day will be used with pupils to provide direction, give feedback and provide an opportunity for pupils to ask questions.

Signed by Chair:	Date:
Signed by Principal:	Date:

Chair Of Governors	
Date	
Principal	
Date	