

Guidance for Contingency Planning including Remote Learning

updated March 2024

Rationale

Following the Covid pandemic we now have the means and experience to provide remote learning in an emergency situation. Should we need it a likely plan would be:

Situation	Action to be taken	Children	Learning at home
One class is not adequately staffed	Cover will be put into classes, however only to a level that children can cope with and this will vary from class to class. Some classes will not manage with more than one or two new faces in class as it is upsetting for children and reduces consistency.	Remain in school, all classes remain open with adequate but possibly different staff members	No additional resources required
More than one class is not adequately staffed and there is not enough cover to maintain a safe staffing ratio	We will be constantly reviewing staffing ratios and levels to ensure classes can run appropriately. It might be that some children temporarily attend part time or classes close.	Children attend school on a rota basis- this will be reviewed to maintain equality. If necessary children will stay at home- a situation that we will try our best to avoid.	A blended approach might be required with some days in school on a rota complemented by home learning
Significant numbers of children are absent and most staff are in school	School remains open	Those who are well come to school	Regular contact is kept with parents. Parents are able to contact the School Children not

			in school but well enough to learn will be provided with home learning activities appropriate to them.
Significant numbers of staff are absent and also significant numbers of children	SLT to review and re-organise groups to maintain staffing ratios. Classes are maintained as well as possible.	Those who are well come to school, maintaining usual class groups where possible.	Regular contact is kept with parents. Children not in school but well enough to learn will be provided with home learning activities appropriate to them. This may be a reduced service if many staff are too sick to work.
School leadership team is unable to attend school due to illness, including DSLs	<ul style="list-style-type: none"> a. Teacher to be named as in charge on site. A rota to be in place so this responsibility is shared b. Telephone support to be offered by any well members of SLT c. Support to be given by CLPT to ensure that school can remain open 	Where ratios are safe children to remain in school. If there is an issue with staff: pupil ratios guidance above to be followed	Usual service to run where possible
Home- school transport is unable to bring some children to school due to staff shortages	Parents will be notified by the travel unit if a bus is affected, if parents are able to bring their own children to school they can claim an allowance per mile for this.	Those children who cannot get into school to work on targets.	'Just in case' packs are in place to support this, parents will also be asked to work on independence skills and where appropriate behaviour, routine and sleep outcomes.