

Pupils working remotely: Contact schedule January Lockdown 21

Expectations

- Pupils feedback daily on purple mash or tapestry – teachers respond to messages received, feeding back on learning.
- All pupils to receive a wellbeing phone call from their teacher once per week.
- Pupil's not actively completing work daily to be contacted – attempts to be made on allocated days by teachers. If unable to contact, the name should be shared with team leader. Team leader to allocate phone call to support team member to continue to attempt contact. Support team member to feedback at the end of their day.
- Pupils who are still not contactable to be called by team leader on the subsequent day. If 3 attempts to contact fail raise on myconcern for safeguarding team to follow up. Home visit may be attempted.

Support team:

	Monday	Tuesday	Wednesday	Thursday	Friday
EYFS		KG - HLTA		Team leaders to follow up any children of concern – on SLT day	
Year 1			CH - HLTA		
Year 2		Y2 TA			Y2 TA
Year 3	KG - HLTA				
Year 4			KG - HLTA		
Year 5			RV - Teacher		
Year 6			KM (Lions)		KM (Tigers)

Staff Absence

Class teacher absent – shared bubble teacher to teach the class or TA if they have necessary confidence and skills. Bubble to close if both staff unwell.

TA absent – Bubble to run without member of support staff

Bubble closes due to teacher absence – TA to support home learning with phonecalls

Appendix 1

Contact process: Jan 21

