



Whitkirk Primary School's Remote Education Information and Contingency Plan

'Be the best that we can be'

1. Purpose

At Whitkirk Primary School Remote Education Policy, our priority is for pupils to attend school and learn in person wherever possible.

This Remote Education Information and Contingency Plan outlines how the school will provide continuity of education where attendance at school is disrupted by exceptional circumstances, including:

- Individual pupil absence where remote education is appropriate
- A class or group closure
- A temporary school closure
- Severe weather, site issues or other emergency situations
- Public health incidents

This document should be read alongside the school's:

- Child Protection and Safeguarding Policy
- Online Safety Policy
- Attendance Policy
- SEND Policy
- Behaviour Policy
- Data Protection Policy

2. Principles

Where remote education is required, Whitkirk Primary School will:

- Provide learning that is aligned, as far as possible, with the curriculum being taught in school.
- Maintain high expectations for participation and engagement.
- Ensure safeguarding remains paramount.
- Support pupils with SEND and additional needs appropriately.
- Make reasonable adjustments where required.
- Use technology safely and appropriately.
- Work in partnership with parents and carers.

3. Remote Education Provision

Whitkirk Primary School Templegate Walk, Leeds, West Yorkshire LS15 0EU

☎ 0113 2606203 ✉ office@wps.rkt.co.uk 📘 WhitkirkPrimarySchool www.whitkirk.org

Headteacher: Miss G Quarmby



Learning Trust Alliance Teacher Training Teaching School Hub

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The exact model of delivery will depend upon the circumstances and the age of pupils.

Remote education may include:

- Learning materials shared electronically
- Microsoft Teams resources and assignments
- Recorded teaching inputs
- Live teaching sessions where appropriate
- Reading, spelling and fluency practice
- Practical and curriculum enrichment activities
- Paper-based resources where necessary

The school will determine the most suitable approach based on the needs of pupils and the nature of the disruption.

4. Access to Technology

The school recognises that access to technology may vary between families. Where possible, Whitkirk Primary School will:

- Identify pupils who may require additional support accessing learning.
- Signpost available support and resources.
- Provide alternative methods of accessing learning where appropriate.
- Work with families to minimise barriers to participation.

Parents and carers should notify the school if technology access becomes a barrier to learning.

5. Expectations

School Responsibilities

The school will:

- Provide appropriate learning opportunities.
- Communicate expectations clearly.
- Monitor engagement and participation.
- Respond to safeguarding concerns in line with school procedures.
- Support pupils who experience difficulty accessing remote education.

Parent and Carer Responsibilities

Parents and carers are expected to:

- Encourage and support regular engagement with learning.
- Inform the school if their child is unable to access learning.

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- Provide an appropriate environment for learning where possible.
- Communicate any concerns that may affect participation.

Pupil Responsibilities

Pupils are expected to:

- Engage positively with learning provided.
- Follow school expectations for behaviour and conduct.
- Use online platforms safely and respectfully.
- Seek support when required.

6. Safeguarding and Online Safety

Safeguarding remains everyone's responsibility.

All staff, pupils and families must continue to follow:

- The school's Child Protection and Safeguarding Policy.
- The Online Safety Policy.
- Acceptable Use Agreements and relevant technology guidance.

Any safeguarding concerns identified through remote education arrangements will be managed in accordance with the school's safeguarding procedures.

Where online interaction takes place:

- School-approved platforms will be used.
- Professional standards of conduct must be maintained.
- Appropriate supervision and safeguarding arrangements will apply.

7. Pupils with SEND and Additional Needs

The school recognises that some pupils may require additional support to access remote education.

Where appropriate, reasonable adjustments may include:

- Differentiated learning activities.
- Adapted resources.
- Additional communication with families.
- Personalised support from school staff.
- Alternative methods of recording and submitting learning.

The SENDCo will work with staff and families to support access for pupils with additional needs.

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8. Monitoring Engagement

The school will monitor participation in remote education arrangements.

Where concerns arise regarding engagement:

- School staff will contact families to establish any barriers.
- Appropriate support will be offered where possible.
- Safeguarding, attendance or wellbeing concerns will be addressed through existing school procedures.

9. Review of Provision

Following any significant period of remote education, the school will review:

- Effectiveness of provision
- Pupil engagement
- Accessibility and inclusion
- Safeguarding considerations
- Any lessons learned for future contingencies

10. Review

This plan will be reviewed annually and updated earlier where required due to:

- Changes in statutory guidance
- Changes in school systems or technology
- Lessons learned following implementation
- Changes to safeguarding or data protection requirements

Reviewed Date: September 2026 **Next Review Date:** July 2028

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