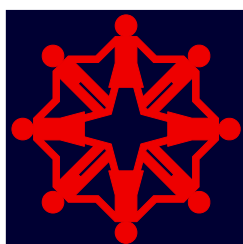


All Saints' C of E Primary School



All Saints' Primary School Remote Education Policy

Reviewed: September 2026 Next review: September 2028

Purpose and Scope

This policy explains how All Saints' C of E Primary School will provide safe, high-quality remote education when some or all pupils cannot attend school in person. It reflects Department for Education remote education guidance, Working Together to Improve School Attendance 2026, Keeping Children Safe in Education 2026 and Croydon safeguarding and local-authority arrangements.

Attendance at school is the priority. Remote education is not an equal alternative and will be used only as a short-term last resort when attendance has already been established as impossible or contrary to official guidance, but the pupil is well enough to learn. It will not be used simply because it is convenient, requested as an alternative to attendance, or as an unofficial response to behaviour.

When Remote Education May Be Used

1. A temporary whole-school or partial closure, after all reasonable steps to remain open or use a safe alternative site have been explored. The school will follow its emergency plan and relevant DfE, Croydon Council or public-health advice.
2. A short individual absence where a pupil cannot attend but is well enough to learn, for example while recovering from an infectious illness, operation or injury.
3. An exceptional short-term arrangement connected with SEND, disability, mental health or medical need, agreed case by case as part of a plan to overcome barriers and return the pupil to school.

Where a pupil has an EHC plan or a social worker, the school will involve Croydon Council and relevant professionals. If a child is expected to miss 15 school days or more, consecutively or cumulatively, because of health needs, the school will work with Croydon Council regarding its section 19 duty to arrange suitable education.

Pupils receiving remote education remain absent from school and will be recorded using the appropriate attendance code. Remote provision does not authorise absence or reduce the school's duty to support attendance.

Leadership and Decision Making

4. The Headteacher has overall responsibility for authorising and overseeing remote education. The Deputy Headteacher/SENCo, DSL, class teacher, attendance lead and other professionals will contribute where relevant.
5. Any individual arrangement will be agreed with parents or carers and, where appropriate, the pupil and medical or local-authority professionals. It will state the start date, expected duration, learning offer, contact arrangements, safeguarding checks, support required and review date.
6. Arrangements will be reviewed regularly and ended as soon as the pupil can return safely. Remote education will support reintegration and must not make return to school more difficult.

Curriculum and Teaching Expectations

7. Work will be meaningful, ambitious and linked closely to the curriculum pupils would receive in school, while being proportionate to the likely length of absence.
 8. Provision may include recorded or live teaching, high-quality external resources such as Oak National Academy, reading, practical activities and independent tasks. It does not need to rely mainly on live lessons.
 9. The amount and format of work will reflect age, development, SEND, wellbeing, home circumstances, access to technology and the level of adult support reasonably available.
- Appropriate breaks and limits on screen time will be built in.

10. Teachers will give regular opportunities for explanation, interaction, feedback and assessment during the school day. Staff will monitor engagement and follow up promptly where a pupil does not engage or cannot be contacted.
11. Remote education will normally use Microsoft Teams, ClassDojo or Tapestry for EYFS, together with approved school resources. Only platforms authorised by the Headteacher may be used.

Access Equality and SEND

12. The school will check access to a suitable device, internet connection, learning space and adult support. Where possible, school devices may be loaned under an appropriate user agreement.
13. Where digital access is not suitable or available, printed materials and another regular method of communication, teaching and feedback will be provided.
14. The school will make reasonable adjustments and use its best endeavours to secure appropriate SEN provision. Teachers will work with the SENCo, families, Croydon Council and other services where required, including when an EHC plan is in place.
15. Adaptations may include simplified instructions, visual resources, assistive technology, additional adult contact, shorter sessions, alternative ways to record work and consideration of EAL or communication needs.
16. Eligible pupils receiving remote education will continue to be supported with free school meals in line with the arrangements available at the time.

Safeguarding and Daily Contact

17. The school's Child Protection and Safeguarding Policy, KCSIE 2026, staff Code of Conduct, Online Safety Policy and Croydon safeguarding procedures apply fully to remote education.
18. Staff will have appropriate daily contact with pupils receiving remote education to check safety, wellbeing and engagement. Any unexplained loss of contact or concern will be followed up and recorded promptly.
19. Safeguarding concerns must be reported immediately to a Designated Safeguarding Lead through the school's agreed reporting system. Staff must not rely on email or a remote lesson alone where urgent action is needed. The DSL will follow Croydon MASH, LADO or police procedures as appropriate.
20. Staff will use school accounts and, wherever possible, school-managed devices. Personal social-media accounts, personal email addresses and personal telephone numbers must not be used to contact pupils or families.
21. Online contact will normally take place between 8.30am and 4.00pm. Any necessary contact outside these times must be authorised by a senior leader and recorded.

Live and One-to-One Sessions

22. Live sessions must be timetabled, use an approved platform and be open to appropriate oversight by senior leaders or the DSL. Invitations and access links must be sent securely and must not be made public or forwarded.
23. Cameras and microphones will be controlled by staff according to pupils' age, needs and the purpose of the session. Staff and pupils must use appropriate language, dress and backgrounds, and must avoid displaying personal information.
24. One-to-one online sessions will take place only where educationally or pastorally necessary and authorised by the Headteacher or a senior leader. The purpose, time and

participants will be recorded and the session must be auditable. Safeguarding, counselling and SEND arrangements will be individually risk assessed; a parent's presence is not an automatic requirement where it would be inappropriate.

25. Staff, pupils and parents must not record or photograph a session unless the Headteacher has authorised this for a clear lawful purpose and data-protection requirements have been met. Any platform recording function will be explained in advance.

Data Protection and Security

26. Personal data will be processed under the school's Data Protection Policy, privacy notices, UK GDPR and the Data Protection Act 2018. The school will use the minimum personal information needed.
27. Devices and accounts must use strong passwords, current security updates and appropriate filtering and monitoring. Devices must be locked when unattended and information stored only in approved locations.
28. Staff will protect confidentiality when working from home, including preventing family members or others from seeing or hearing pupil information. Any data breach must be reported immediately under the school's procedure.

Behaviour and Reporting Concerns

29. The Behaviour Policy, Online Safety Policy and acceptable-use agreements apply during remote education. Staff will explain expectations in age-appropriate language and model respectful, safe behaviour.
30. Inappropriate behaviour may result in microphones, cameras or access being restricted, a session ending, parents or carers being contacted and further action under the relevant school policy. Remote education will not be withdrawn in a way that leaves a pupil without suitable education.
31. Pupils and parents should report concerns to the member of staff, class teacher, school office or DSL. Staff concerns about another adult, including low-level concerns or allegations, must be reported under the school's safeguarding and allegations procedures.

Monitoring and Review

32. Staff will record provision, relevant contact, engagement and safeguarding or welfare concerns. The Headteacher and senior leaders will monitor the quality, accessibility, workload and impact of remote education.
33. The Governing Body will assure itself that the school can provide remote education when necessary and that safeguarding, SEND, equality, data protection and attendance duties are met.
34. This policy will be reviewed every two years or sooner if national guidance, Croydon arrangements, technology or the school's circumstances change.

Key References

DfE Providing Remote Education guidance; Working Together to Improve School Attendance 2026; Keeping Children Safe in Education 2026; emergency planning guidance; education for children with health needs; Children and Families Act 2014; Equality Act 2010; Data Protection Act 2018 and UK GDPR; and Croydon safeguarding, MASH, LADO and section 19 arrangements.