



Online Learning Policy

2025-26

1. Introduction

This policy outlines the principles and expectations for online learning at Ottery St Mary Primary School. It ensures that remote education is safe, inclusive, and effective for all pupils, staff, and families.

2. Aims

This policy aims to:

- Provide continuity of education during periods of remote learning.
- Support pupil progress and wellbeing.
- Ensure safeguarding and data protection in online environments.
- Promote responsible digital citizenship.

3. Scope

- This policy applies to:
 - Pupils
 - Parents and carers
 - Teaching and support staff
 - Governors

4. Platforms Used

- Ottery St Mary Primary School uses the following platforms for online learning:
 - Microsoft Teams
 - Class Dojo / Tapestry for EYFS
 - Numbots, Purple Mash, Times Tables Rock Stars
 - School website and email communications

5. Expectations for Pupils

- Pupils are expected to:
 - Attend scheduled online sessions punctually.
 - Engage respectfully and responsibly.
 - Complete assigned tasks to the best of their ability.
 - Use school-approved platforms only.
 - Follow the school's behaviour and safeguarding policies.

6. Expectations for Staff

- Staff are expected to:
 - Plan and deliver engaging and age-appropriate online lessons.
 - Monitor pupil engagement and progress.
 - Communicate regularly with families.
 - Report safeguarding concerns promptly.
 - Maintain professional boundaries in digital communication.

7. Expectations for Parents and Carers

- Parents and carers are expected to:
- Support children in accessing online learning.
- Encourage a structured routine and quiet learning space.
- Communicate with staff as needed.
- Ensure children use devices safely and appropriately.

8. Safeguarding and Online Safety

- Online interactions must follow the school's safeguarding policy:
- Staff will use school accounts and devices for remote teaching.
- Pupils must not record or share online sessions.
- Parents should supervise younger children during online activities.

9. Data Protection

- Data protection measures include:
- Personal data will be handled in accordance with GDPR and the school's Data Protection Policy.
- Staff will avoid sharing sensitive information via unsecured platforms.

10. Monitoring and Review

This policy will be reviewed annually or in response to significant changes in guidance or technology.