



The Oaks Primary School

Bringing Learning to Life

Dear Parents,

Procedures for School Absence and Remote Learning

This last week we have had an unprecedented number of children or family members going for COVID tests or children absent from school with different illnesses. As a result we have reviewed our internal school policies around reporting absences and providing remote learning.

Please carefully read the information below.

Reporting Absences:

- Please **phone** school or **email** the school office, please include the reason for the absence.
- SeeSaw messenger is not to be used for communication about absences.
- If the absence is related to a positive COVID test please phone school immediately as it could result in some classes or staff needing to isolate. If outside school hours please email the office and grundyj@the-oaks.bolton.sch.uk – *thank you*.

Remote Learning:

- If children are poorly we don't expect them to learn at home.
- The first day of COVID related absence we will not set learning on SeeSaw. Instead, if children are well enough they can engage in some of the following:
 - Reading
 - Access links to apps from our website
 - Use their Home Learning Grid, create their own activities linked to the project
 - TTRS, Numbots, Spelling Shed, Phonics Play
- If children are absent longer than a day and are not poorly but continue isolation whilst waiting for COVID test results, then classteachers will upload learning to SeeSaw or Tapestry.

Thank you for your continued support,

Jo Grundy