



DISTANCE LEARNING POLICY

Academic Year 2026 – 2027

1. INTRODUCTION

Our vision is to provide a creative, vibrant and academic education; one where expectations are high but aspirations for each and every child are higher. In line with the school's vision and mission, this policy draws on the belief that distance learning provides enhanced learning opportunities for students and optimises their academic performance. This policy also draws upon the belief that the quality of the teaching and learning during distance learning education is to match the excellence intended with face-to-face approaches to teaching and learning BBS.

This policy should be read in conjunction with other BBS policies and guidelines including:

- Chromebook Policy
- Safeguarding

2. OBJECTIVES

2.1

1. Promote an ethos where we encourage independent and collaborative learning using effective digital tools and allowing students to be able to reflect on their outcomes.
2. Outline the highest quality learning and to secure the provision of sufficient support.
3. Presents the parameters within which distance learning initiatives and lessons that are to be planned and delivered by staff at BBS and how quality standards for the delivery and assessment of distance learning are to be maintained.
4. Help manage the potential risks posed by the challenges and the complexities in the arrangements for distance learning.
5. Safeguard academic standards.

3. DEFINITION OF DISTANCE LEARNING

3.1 Distance education or distance learning is the education of students who may not always be physically present at a school, with the use of various technologies to facilitate student-teacher and student-student communication.

4. PLANNING

4.1 BBS is responsible for ensuring that the quality of the learning experience offered through distance learning is adequate to achieve the academic standards required.

4.2 Sessions will be delivered using various strategies. These include:

- Blended Learning
- Google Meet Live sessions
- Google Classroom
- Class Dojo

4.3 When seeking approval for distance learning resources, departments are required to liaise with management to ensure the resource will benefit student learning and implement an effective transitional method to ensure it runs smoothly.

4.4 Staff are required to complete feedback daily to inform future planning.

4.5 All distance learning sessions will be reviewed by management. The review process includes a student evaluation in the form of Google Forms.

5. RESPONSIBILITIES AND DUTIES

5.1 The Key Stage Leader/HoD and Teaching Staff

- a. Staff involved in distance learning programmes must have appropriate skills in the design and delivery of blended/online sessions or receive appropriate training and development to support effective practice in online distance delivery.
- b. Prepare a variety of differentiated resources to facilitate learning.
- c. Implement various strategies when delivering lesson content to enable all students to access materials.
- d. Provide constructive feedback highlighting areas of misconceptions if necessary.
- e. Promote an inclusive online classroom.
- f. Communicate with students using relevant methods - Google Classroom, Class Dojo, Email.

5.2 Pastoral Team

- a. Liaise with staff and management to evaluate distance learning and to ensure student disengagement is being properly handled in accordance with the school policy.
- b. Regular communication with parents.
- c. Provide staff, students and parents with useful safeguarding resources - policy, online safety.
- d. Feedback to management if there are any areas of concern.

5.3 Leadership and Management

- a. Senior and middle management teams provide useful website links to G Suite for Education in order to organise technical and pedagogical training in online teaching and shall also support such endeavours.
- b. Arrange and attend regular meetings with staff and students to evaluate the distance learning provision.
- c. Define the aims of the school in relation to standards of behaviour, create conditions for establishing wide agreements of those standards and how they will be achieved and ensure that the standards are consistently and fairly applied.

5.4 The Governing Body

- a. Mrs. Uzma Golandaz Ahmad will oversee School Curricula, Resources and School Development.
- b. A BOG member will oversee Safeguarding, Student Protection and Medical and Health and Safety.

5.5 Parents

- a. Encourage completion of tasks set.
- b. Assist with time management in order for tasks to be completed in a timely manner.
- c. Talk to their child and investigate issues that relate to online safety.
- d. Complete daily attendance.
- e. Attend coffee mornings to contribute to group discussion regarding distance.
- f. learning. Communicate with appropriate staff members if there are any concerns.
- g. Join Parents in Partnership weekly sessions as appropriate.

6. LEARNING TECHNOLOGIES

BBS implements a **Data Protection Plan** in line with Federal Decree Law No. (45) of 2021, including:

- Role-based access control (full/limited/none)
- Regular audits and breach reporting.
- Secure authentication for digital systems.
- Monitoring and internal training on data security.

7 ASSESSMENT

7.1 The methods of assessment used for any lesson will vary depending upon the nature of learning to be assessed.

7.2 Students should have opportunities for structured and timely formative assessment, and receive constructive and timely feedback, in relation to learning outcomes and academic progress.

Contents:

- Introduction
- Objectives
- Definition of Distance Learning
- Planning
- Responsibilities and Duties
- Learning Technologies
- Assessment

Date Policy Initiated: March 2020

Review and Approval

Review Date: June 20256

Next Review Date: June 2027

Approved by:

Mr. Robert Charles Thorn

Principal

Dr. Rawaa Al Jumeily

BBS Board of Governors

School Stamp