

Learning for today, preparing for tomorrow



# SAIL Academy Remote Education & Alternative Provision Policy

Reviewed by:  
Ratified by:  
Review Period:  
Next review Date:

Daniel Goldstraw  
Matthew Sambrook  
Annually  
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## **SAIL Academy Remote Education and Alternative Provision Policy**

### **1. Purpose and Scope**

This policy outlines the principles and procedures for delivering remote education and arranging alternative provision for pupils at SAIL Academy who are unable to attend school in person due to illness, exclusion, behavioural needs, or other exceptional circumstances.

It applies to all staff, pupils, parents/carers, and external providers involved in the education of pupils off-site or via remote platforms.

### **2. Legal and Statutory Framework**

This policy is informed by:

- Department for Education (DfE) guidance on remote education
- DfE statutory guidance on arranging alternative provision
- Wiltshire Council's Alternative Provision Strategy and WAAP directory

### **3. Remote Education**

#### 3.1 Principles

SAIL Academy will provide high-quality remote education that:

- Mirrors the curriculum taught in school as closely as possible or is the most appropriate version of education that is adapted to the individual student and is agreed with the parties involved
- Is accessible to all pupils, bearing in mind the specific and individual SEN needs of each and every student to which the policy applies
- Includes regular feedback and assessment
- Promotes engagement and wellbeing

#### 3.2 Triggers for Remote Education

Remote education will be offered when:

- A pupil is unable to attend school due to medical reasons
- A pupil is suspended or excluded
- A pupil is awaiting placement in alternative provision
- A public health directive prevents in-person attendance

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- A pupil is diagnosed or recognised as struggling with attendance due to EBSA needs and has an individualised response
- An agreement has been met between SAIL, Parents and Local Authority at an annual review / early review meeting that needs cannot be met at site and pending alternate provision / new school start date.

### 3.3 Delivery

Remote education may include:

- Live online lessons (e.g. Academy 21)
- Pre-recorded content (such as the oak national academy)
- Independent learning tasks (delivered by school staff to the home whenever possible and for a safety check)
- Online platforms such as Google Classroom or Microsoft Teams

### 3.4 Safeguarding and Monitoring

- Attendance and engagement will be monitored daily
- Safeguarding protocols will be followed, including secure platforms and staff training
- Parents/carers will be regularly updated

## 4. Alternative Provision

### 4.1 Definition

Alternative Provision (AP) refers to education arranged for pupils who cannot attend mainstream school due to behavioural, emotional, or medical needs. It may be full-time or part-time and delivered off-site by approved providers.

### 4.2 Wiltshire Approved Alternative Provision (WAAP)

SAIL Academy will use providers listed in the WAAP directory, which meet quality standards for safeguarding, teaching, and health and safety. Any provider not listed in the WAAP directory can be signposted to Wilts for approval and in the interim it is possible for SAIL to conduct their own approval process (insurance check, staff DBS clearance, safeguarding procedures, SAIL observation and regular visits to sessions – weekly initially, SAIL risk assessment complete and signed off by Reach South Trust)

### 4.3 Placement Process

- A personalised plan will be developed for each pupil

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- The placement will be time-limited (typically 6–12 weeks) and reviewed regularly
- Parents/carers will be involved in planning and review meetings
- Transport arrangements will be made by the school

### 4.4 Quality Assurance

- The school will visit or meet with providers before placement
- Safeguarding and SEND oversight remains with SAIL Academy
- Progress will be tracked against clear learning outcomes

### 4.5 Attendance and Legal Compliance

- Pupils must attend AP as scheduled
- Non-attendance may result in legal action under the Education Act 1996
- Reduced Education Provision (REP) must be time-limited and agreed with parents / submitted to Wiltshire LA

## 5. Roles and Responsibilities

### School Leadership

- Ensure compliance with statutory guidance
- Oversee quality assurance of remote and alternative provision
- Maintain safeguarding oversight on a weekly basis

### Teachers and Support Staff

- Direct to a remote education provision for the subject or in specific and individual cases (and where school delivery is not impacted), deliver remote education
- Liaise with AP providers and provide work or discuss where education needs to be directed with regards qualifications and awards
- Monitor pupil progress

### Parents/Carers

- Support pupil engagement
- Attend review meetings
- Communicate concerns
- (sign a “contract” regarding language around the provision); Raise any concerns with school staff, not their child.

Pupils

- Engage with remote or AP learning
- Follow behaviour expectations
- Attend scheduled sessions
- (sign a “contract” regarding engagement with provision)

## **6. Review and Evaluation**

This policy will be reviewed annually or in response to changes in legislation or local authority guidance.