

Gulf English School - Remote Learning Policy

1. Introduction

Gulf English School (GES) is committed to ensuring continuity of high-quality education during any period requiring remote or online learning. This policy outlines expectations for attendance, safeguarding, teaching and learning, pupil and parent engagement, assessment integrity, and pastoral support to ensure standards remain consistent with our on-campus provision and in accordance with the requirements of the Kuwaiti Ministry of Education.

2. GES Online Learning Provision

GES will implement a fully structured online learning programme during this period in accordance with directives issued by the Kuwaiti Ministry of Education. The nature of this provision may differ according to the situation giving rise to the remote learning provision and will be communicated to stakeholders.

3. Pupil Attendance

Pupil attendance during online learning remains a priority in order to support continuity of learning. Pupils are expected to attend all scheduled lessons.

- Pupil attendance will be recorded and monitored daily:
 - In Primary, pupils' attendance will be marked by both the main class teacher and the specialist teachers.
 - In Secondary, pupils are required to attend all lessons including morning PSHE. The tutor and subject teachers will record attendance on SKOOLEE with pastoral teams tracking and following up.
- Absences will be recorded accurately and monitored daily.
- Parents are asked to keep the school informed of any pupil absence.
- Parents of absent pupils will receive individual communication.
- The School Office will follow up directly where required to maintain close communication with families.

GES is committed to ensuring that every pupil remains engaged and supported throughout any period of remote learning.

4. Safeguarding in Online Learning

GES remains fully committed to safeguarding and child protection during remote learning. All safeguarding expectations remain in line with the School's Safeguarding and Child Protection Policy.

To ensure a safe and professional online environment:

- Online lessons must not take place in bedrooms. Pupils and staff should participate from a neutral, shared family space wherever possible.
- Pupils are expected to wear full school uniform or appropriate smart casual attire.
- Staff must wear professional attire consistent with normal school expectations.
- Cameras should remain on during lessons unless otherwise directed for safeguarding or technical reasons.
- Appropriate language, behaviour and online conduct must be maintained at all times. In the event of inappropriate behaviour that poses safeguarding concerns, teachers may 'remove' participants from the lesson.
- Due to the fact that most teachers will be using their personal device for their online teaching, temporary exceptions are made for the taking of screenshots of lessons as evidence for attendance, however once shared with the relevant SLT member these images must be deleted.

Any safeguarding concerns arising during online learning — including welfare concerns, inappropriate behaviour, or signs of distress — must be reported immediately to the Designated Safeguarding Lead (DSL). You may also contact the relevant Head of School and/or School Director with any concerns or questions.

Designated Safeguarding Lead (DSL):

Name: Ruhi Prasher

Email: rprashar@ges.edu.kw

All concerns will be handled promptly and in accordance with school policy and procedures.

5. Quality Assurance & Leadership Oversight

The Senior Leadership Team (SLT) will maintain oversight of online provision to ensure consistency, support and continuity.

- SLT members will join lessons periodically as part of the school's normal processes. Their presence is intended to reassure pupils, support teachers and reinforce calm structure and continuity.
- A simple daily tracker will record lesson delivery and curriculum coverage to ensure pupils experience continuity of provision.
- Monitoring during remote learning is intended to maintain high standards while supporting staff in delivering effective and sustainable online teaching.

Consistent monitoring ensures high academic standards are maintained.

6. Pupil Expectations

Pupils are expected to:

- Attend all scheduled lessons punctually.
- Be prepared with required stationery and materials.
- Participate actively and engage positively in lessons.
- Maintain appropriate behaviour and online etiquette at all times.
- Keep cameras on during lessons and assessments unless otherwise directed.
- Complete and submit assigned work within required timelines.
- Dress appropriately and join online lessons from an appropriate space (i.e. family living space, office etc. and not a bedroom).

7. Parent Expectations

Parents play a vital role in ensuring the success of online learning. Parents are expected to:

- Support their child in being ready for lessons on time each day.
- Ensure their child participates from an appropriate shared location within the home (not bedrooms).

- Not engage in online lessons unless requested to do so as a specific teacher-led activity.
- As far as possible, support the appropriate behaviour of their children online.
- Ensure their child is appropriately dressed in school uniform or suitable smart attire.
- Encourage consistent routines that promote focus, discipline, and wellbeing.
- Support their child in completing assigned work to the best of their ability.
- Maintain communication with the School where concerns arise including issues with lesson access.

A strong partnership between home and school is essential to maintaining high standards of learning and wellbeing during remote provision.

8. Teaching & Learning Provision

Teachers will ensure:

- Clear, structured lesson delivery aligned to curriculum expectations.
- All lesson materials, including presentations and supporting resources, will be shared online after live lessons to support follow-up learning and consolidation.
- In cases where home internet coverage is disrupted, access to shared materials will ensure that no pupil is disadvantaged.
- Additional past paper practice will be provided, particularly for examination groups.
- Differentiated support will be provided to meet individual pupil needs.
- Pupil behaviour will be monitored with clear expectations as per face-to-face lessons.
- Any safeguarding issues will be reported as appropriate to the line manager or DSL.

This approach ensures continuity, accessibility, and sustained academic progress for all learners.

9. Assessment & Academic Integrity

GES is committed to upholding academic honesty during remote assessments.

- Cameras must remain on during assessments.
- Teachers will carefully review pupil responses.

- Clear assessment guidance will be provided in advance.
- Teachers will provide pupils with assessment feedback in a timely manner.
- Any alternative assessments replacing formal in-school examinations will be communicated to pupils and parents.

Maintaining integrity ensures that pupil achievement remains authentic and reliable.

If online learning continues during external examination periods, information regarding IGCSE's and A Level's, will be communicated to parents and pupils as soon as it is received from the relevant examination boards.

10. Pastoral Support & Counselling

GES recognises that continuity of emotional support is as important as academic provision; pupil wellbeing remains the school's top priority.

- School counsellors will actively support pupils academically and emotionally during periods of remote learning.
- Regular safeguarding and pastoral follow-ups will continue.
- Pupils experiencing anxiety or difficulty will receive appropriate intervention and guidance.

Parents may request academic and/or emotional counselling support for their child by contacting the Head of School.

Head of Primary School: Ms Stacey Myers

Email: smyers@ges.edu.kw

Head of Secondary School: Mr Israr Shah

Email: s.israr@ges.edu.kw

11. Supporting Staff

GES recognises that remote learning presents professional challenges, and that full remote learning in place of face-to-face learning is normally initiated because of emergency circumstances.

- SLT and Middle Leaders will provide regular communication and reassurance.
- Expectations will remain clear, structured, and consistent.
- Collegial collaboration and professional support will be encouraged.
- Daily contact will be maintained with all members of staff.

To facilitate effective online teaching, the School will seek to loan laptops to staff members who do not have suitable devices at home. Teachers requiring this support should submit their request through their Head of School. This provision is understood to be temporary, with the aim of maintaining stability and continuity until full on-campus learning resumes. Staff borrowing a laptop are responsible for its proper care.

12. Technical Considerations

GES recognises that some families may experience internet instability.

Where necessary:

- Lesson materials will be accessible online to ensure continuity of learning.
- Reasonable flexibility will be applied where connectivity is genuinely disrupted.

GES will work collaboratively with families to minimise disruption to learning. Parents should inform the school of any technical issues as soon as possible.

GES is committed to ensuring that online learning remains structured, supportive and aligned with our on-campus expectations. Our priority is to maintain academic standards, safeguarding and the wellbeing of our community at all times.

13. Policy Review

This policy will be reviewed regularly by the Senior Leadership Team to ensure effectiveness, safeguarding compliance, and alignment with Ministry requirements.

Most recent policy review: March 2026

Next policy review: August 2026 (or as required)