

Working from home expectations for students 18.02.22



You will receive work through Google Classroom, or through a paper-based work pack. Your Need to Know booklet can also be used if you are awaiting work.

You are expected to:

- Do the work for all of the subjects you take, aiming for 5 hours of learning per day, plus home learning.
- Use your daily timetable to identify your learning for each day that you are working from home.
- You should work in Google Classroom or the Google Education workspace and share your work back with your teacher via Google Classroom or Drive.
- Follow subject specific instructions that have been given, including for tests and assessments
- You should work on paper if you don't have computer / internet access to Google Classroom. You can take a photo of your work and share it with your teachers via Google Drive or via email.
- Complete all work on time so that your teacher can still check it as part of their usual book check schedule in each subject area.
- Make sure all of your work is clearly labelled with a title, date and your name. Doing your work neatly means that you should be able to insert it into your exercise book when you return (if you are working on paper).
- Work on Need to Know Booklets, SPARX Maths and other subject specific home learning content to support your learning.
- Making revision notes, cue cards and diagrams are great ways to extend your learning, as is revisiting learning from previous lessons

Tips for working from home:

- Create a workspace where you can focus on your work - this might be on the kitchen table or another suitable desk in the house.
- Put away and turn off distractions such as mobile phones, televisions, games consoles and stereos.
- Persevere and find alternative methods of approaching your work if you get into difficulty - have that growth mindset that you can succeed!
- Use these timings to structure your day:
 - **Ready to Learn time:** 09.00am - 09.20am: **Daily Hello** - Please click on the Google Meet link in the Year Group Google Classroom to meet with your HOY who will use this time to support you to prepare and plan your day. A register will be taken
 - **Lesson 1:** 9.20am - 10.15am
 - **Lesson 2:** 10.15am - 11.10am
 - **Break:** 11.10am - 11.30am
 - **Lesson 3:** 11.30am -12.25pm
 - **Lesson 4:** 12.25pm - 1.20pm
 - **Lunch:** 1.20pm - 2.00pm
 - **Collective Worship:** 2.00pm-2.15pm - Please log back into the Google Meet link in the Year Group Google Classroom to watch the Collective Worship video which has been created by your Head of Year
 - Students can contact teachers at school through official channels (ie, school email account, Google Classroom), but anticipate that an instant reply may not be possible - we'll do our best to get back to you, so in the meantime try working on another task or subject.