


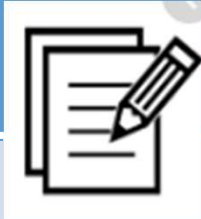





# Remote Learning Advice and Guidance for Students Working in Isolation



Plan your day	Access Your Work	Complete your work	Submit your work	Respond to feedback	Seek help (if needed)
 <p>Follow your school timetable.</p> <p>Lessons will be 50 minutes long.</p> <p>Allow 10 minutes between lessons to take a break from the computer screen.</p> <p>Have some down time during break and lunch</p>	 <p>Log into TEAMS, using your school email account.</p> <p>Your teacher will schedule a live lesson which can be accessed via your calendar:</p>  <p>Resources for your lesson will also be uploaded into your class files.</p>	 <p>If you are attending a live lesson then you should follow your teacher's instructions and complete the work that is set.</p> <p>Use this opportunity to ask and answer questions (through the chat function) or by raising your (virtual) hand.</p> <p>If you are unable to attend the live lesson then you should access the lesson resources from your class files and work through the lesson tasks independently.</p>	 <p>You will be asked to submit pieces of work to your teacher (through TEAMS or email) so that they can mark your work and give you feedback on your progress.</p> <p>Make sure you have understood your teacher's instructions so you submit the necessary work.</p>	 <p>It is important that you read carefully through any feedback that your teacher has sent you and that you respond to any areas for improvement.</p>	 <p>Your Head of Year or tutor will be checking in on those of you who are not engaging with the remote lessons or completing the work assigned.</p> <p>We do understand that sometimes there are special circumstances where you are unable to complete the work and we will take that into account.</p> <p>Email your tutor and teachers if you are unwell and unable to access the lessons.</p> <p>Email your class teacher for specific subject support.</p>