

CORONAVIRUS

GUIDANCE FOR STUDENTS

Should the school close, it will be the decision of the Government, not of the Head teacher or the Board of Trustees. The Head teacher will be acting on advice from Public Health England and the Government.

KEEPING YOUR LEARNING ON TRACK IN THE EVENT OF SCHOOL BEING CLOSED

Staff will continue to set work and as students, you are expected to complete the tasks set and adhere to the deadlines.

STUDENTS ROLES & RESPONSIBILITIES

- Your teachers will set work for you via school email. Teachers may also make use of Microsoft Teams and you will receive email links if this is the case. We would expect you to complete your work between 8:55am and 3:00pm, following your regular school timetable for the day.
- Identify a comfortable, quiet space in your home where you can work effectively and successfully. Make sure this isn't somewhere like your bedroom to help you get into the mindset of having a "work" space, and a "personal" space that are different.
- Complete tasks to the best of your ability – remember, this is your learning!
- Tell your teachers straight away if you cannot meet deadlines or require additional help.
- Make sure you take breaks and lunch, and that you take regular short breaks to get up and walk around, away from any screens.
- Comply with our e-Safety policy including expectations for online etiquette. If your teacher organises a group learning activity via Microsoft Teams, make sure you behave sensibly and don't spoil things for other learners.

MONDAY TO FRIDAY - YOU SHOULD...

- Check your school email at the beginning of the day to see what work you have been set. Check at least twice a day for any updates. Talk to your parents about what you have been asked to do.
- Follow the directions to complete the tasks set to the deadlines. The email from your teacher will say when and how you should submit your work.
- If you have any questions about your work, you may ask your teacher during your normal lesson time via school email (or in Microsoft Teams, if the learning activity is

taking place there). Your teachers will only respond during the normal school day - you cannot expect them to be available at all times or during the weekend to help you.

LOOK AFTER YOURSELF

- Eat well, and drink lots of water
- Take regular short breaks away from the screen, but don't get distracted for too long!
- Sleep well - your brain will need to recharge overnight, so avoid any screens in the hour before you go to bed

Listen to the news and follow government advice on social distancing and keeping yourself safe and well