



12 January 2021

# Remote Learning

As you know your teachers are providing work for every lesson on SMHWK, so it's important you stick to the following guidelines.

# Things You Should Do..

- Get up at your normal time and be ready to learn for lesson 1
- Log onto SMHWK and start your lessons.
- Routines – stick to a normal school day and timetable. Remember to take your breaks as you would at school and to eat well
- Get some fresh air and exercise



- If you are asked to submit work please do this on SMHW at the end of the lesson.
- If you have questions please message your teacher through SMHW during your lesson time
- Your teacher may well be supporting other students outside your lesson slot so might not be available.

# Accessing lessons

- All work/links are available to you through SMHWK
- If there is an issue then contact our support team:
- [www.holytrinty.academy/support](http://www.holytrinty.academy/support)

# Taking Part in Live Sessions

- Your teachers may feel that some live teaching would be useful and they may offer this to you on Teams
- The joining link will always be on SMHW.
- Live lessons will only be offered during your timetabled lesson and a register will be taken
- The live lessons may vary in length and will be part of a planned sequence of learning so check the time carefully on SMHW.
- You must join if you can and your parents/carers have given their consent, but we understand this may not always be possible – please let your teacher know if you can't.



# Things to Keep Everyone Safe

- You will have received important information about the student protocols for live lessons. It is very important that you follow them at all times:

- *In line with our remote learning student protocol please note the following:*
- *Attendance is compulsory with the caveat that where there is a genuine reason that students cannot attend, that they inform their teacher via SMHWK*
- *Students are expected to be on time for 'live' lessons.*
- *Students are expected to behave appropriately in line with expectations outlined in the schools' behaviour policy.*
- *Student cameras should be turned off at all times and microphones muted*
- *The chat function should be used responsibly; this is monitored*
- *Students are expected to be resilient, reflective and to take responsibility for what they do*
- *A member of staff may or may not have their camera function enabled*
- *Any inappropriate use of pre-recorded or live lessons will not be tolerated and will be dealt with in line with our whole school behaviour policy*
- *Please be aware that live lessons are recorded in order that they can be made available to students who are unable to attend*

• You should have discussed these at home if you have any questions please ask.

# Contact with School



- Your class teachers are on hand to support and help you. Communicate with them via SMHWK if you need to
- We will let your parents/carers know if you are not engaging with the work – so do your best.
- If you can't finish the work being set in the time allocated, but have tried hard – DO NOT worry - just let your teacher know via SMHW and move onto the next timetabled lesson.