

Remote Learning Student Guidance: September 2021



1. Plan to follow a normal school day at home

You should use your school timetable and your planner to help you follow your normal school day routine. Each morning, have a look at the lessons you would normally be attending that day in school - these are the subjects you will work on at home.



2. Open up your Google Classrooms

Make sure you have accepted all invitations to your Google Classrooms - if you are struggling to find the Google Classroom for a subject, email your teacher asking for the classroom code. Click on the Google Classroom for the first lesson of the day (tutor time) and check for any messages or updates on the stream. At the start of your lesson, click the camera icon to join the lesson. *There may be some lessons that are not able to be delivered live - you will have work set on the classwork tab for these lessons so read each post carefully.*



3. Google Meet lessons

Most of your lessons will be delivered live via Google Meet - this means you will get to experience the lesson as close to normal. Where possible, leave your camera on but mute your microphone. Unmute when your teacher asks you questions or when you need to ask your teacher a question. You can use the chat function to ask your teacher questions.



4. Submitting work

Sometimes your teacher will ask you to hand-in the work you have been completing in order to track your progress and give you feedback. Follow instructions carefully about where to hand in - this will normally be using the assignment feature on Google Classroom. Always check with your teacher if you are unsure.



5. Feedback

One significant benefit of live lessons is that you are able to give feedback to students quickly and answer any questions immediately, reducing the need for email communication so please encourage open dialogue with isolating students during the lesson and include them in your questioning. Feedback on any submitted work should be given as usual. If students email with any queries, please aim to respond by the end of the day.



6. Help?!

- If you can't get logged on because of password or website issues, email ictservices@the3rivers.net for help.
- If you are struggling with your subject work, email your **teacher**.
- If you need any other support from school, email your **tutor** and they will be happy to email or call you back.

Please note that if you leave school to isolate in the middle of a school day, your remote learning will start the next morning as remote lessons may not have been prepared for the rest of your day.

