



## KS3 'Learning from Home' Pupil Guidance

Boys, the key challenge you will face in the weeks ahead is to make sure you structure your time to allow you to calmly keep on top of the work being set by your teachers during this period of learning from home. The points below are designed to help you plan your approach to learning from home.

**It is very important that you keep regularly engaging with your teachers and asking for help if you require it.**

### Specific Guidance Points

1. Each morning between 8:30am and 10:00am you must log in to your Form Class Google Classroom and comment below the daily registration link stating that you are present and briefly mention any key pieces of work you are focussing on that day. This will only take a few moments but will help your focus and allow you to get up on time and stick to a good routine.

*e.g. "Present, today I will submit my History essay"*

*(Pupils in Year 8 and Year 9 shall receive their Individual Form Class Google Classroom Code from their Head of Year via the Year Group Google Classrooms)*

2. You must keep to normal school hours as much as possible, including break and lunch. Some days you may find yourself focussing in on one subject more than others as a particular task requires an extended period of time. Please don't worry about this. The key thing is that you are working consistently each day and meeting the deadlines for any assignments that teachers are asking you to submit.
3. If your teacher informs you that they will be delivering a 'live' lesson during a specific period, these will be scheduled at a time when you would normally have had that subject on your timetable. It is very important that you join the live class on time and behave in accordance with the Pupil Code of Conduct for Live-Streamed Lessons.
4. At the start of each day you should check your subject Google classrooms and make a written checklist of the tasks you are required to complete either that day or for later that week. Ticking off the individual tasks on the checklist as you go will give you a sense of achievement and also increase your feeling of being in control of your work schedule.
5. Remember at all times that although you are not working in the same room as your teachers they are still there to help you. Make sure you politely ask for this help if you are finding any task difficult. Don't allow a back log of work to build up as this will feel overwhelming. Work calmly and consistently, doing your best each day.