

How students access work when isolating

This document explains how students should access work if they are isolating, but the rest of their class / year group remains in school.

Please see the information below the details how students should access work.

Students should go to the Curriculum Hub on the Perins SharePoint (<https://perinsschool.sharepoint.com/Sites/curriculum>) – students need to use their login details to get to this.

As per school timetable (this is on ClassCharts if students can't remember it):

- go to the relevant subject
- go to the correct year group
- select the relevant term (currently term 1)
- locate the lesson tracking sheet
- find the teacher's name and find out which week's work they should focus on
- click on the link to the curriculum overview document (this should be linked at the top of the lesson tracking sheet)
- follow instructions here (the curriculum overview document should link to a screencast that describes expectations of the lesson, and to relevant resources within SharePoint)

Due to the nature of the school curriculum, different departments may need to present information in a way that is specific to their curriculum area, but essentially the work for every subject should be found in the same place. As an example, please see the screencast linked below that demonstrates how this would be done in the subject of languages.

Screencast: <http://bit.ly/ACCESSINGWORK> (this describes Year 10 French, but should work for every subject).



Students needing to ask questions about their work

Should you have any subject-specific questions, including if you are unable to locate work as described above, you should direct any communication towards your subject teacher in the first instance. The subject teacher is always the best person to ask for anything of a subject-specific nature. When required, students should also request any necessary feedback from teachers, although there is no requirement to feed back at the end of every single lesson.

When there are any cases of isolation in a class, students will have the ability to ask questions of teachers about their work (once they have watched the screencast, of course) through Microsoft Teams. Teachers will do this by creating a question thread for each of the lessons affected and will plan in time during the lesson when they will answer any questions which students may have about the work. There will need to be a degree of flexibility around this given the fact that teachers also have to balance the needs of those in class with those who are needing to isolate.

Teachers also have the ability to set a scheduled time during the lesson, only if appropriate to the lesson, where the teacher's professional judgement will be used, to invite students to ask questions verbally in line with the way that we used the software during lockdown periods. As we say, this is at the teacher's discretion.

Both forms of asking questions are to balance the fact that students can't so easily ask teachers questions about their work when compared to physically being in school.

Perins School