



9th April 2020

Dear Parent/Carer

Updated Home Learning Guidance for Parents/ Carers

Firstly, can I take this opportunity to congratulate students, parents and staff and their efforts so far in managing the first few weeks of our school closure. We have all started to adjust to new ways of working very well, and will continue to find our way. I'm sure there have been many difficult times and times of real success but we will continue to support students in helping them navigate their learning during the Covid 19 pandemic.

Thank you for the positive feedback we have received so far and the appreciation of what our staff team are doing to help. It is very helpful to receive feedback to ensure we can improve the home learning provision. We recently sent a survey out to staff, students and parents to review the first two weeks of home learning. Thank you to those who responded to this survey as this formed a large part of our discussion. We have also taken guidance from the Association of School and College Leaders. We are listening to feedback and advice, learning from it, and adjusting our approach. Outlined below are the modifications we have made based on feedback:

Role of the form tutor

We understand how important the role of form tutor is and that form tutors know your child better than most. Tutors will be in contact with each student in their form group to check in with them, ensure they are ok and support in ironing out any issues. Please do contact your child's form tutor if you need support.

Student password issues

Please send these to enquiries@queenelizabeths.derbyshire.sch.uk The IT and data teams are picking these up and dealing with them. Attached is a guide for students in resetting their Go 4 Schools password if they are having issues with that.

Weekly rota

Based on much of the feedback, it is apparent that quantity of work is a little too much at times and trying to access multiple subjects each day is becoming too much for many students and parents. We have listened to this and we would like the attached rota to be used so students only have to access work for three or four subjects each day. Teachers will set work on the day they have that year group/ subject and will apply the week-long deadline. This will be logged on to Go 4 Schools.

Setting Work

One common theme parents and students fed back on was the multiple forums they had to access to read the work. Based on this feedback we have introduced the following process for staff when setting work:

- Subjects should only be set on specific days (see the timetables at the end of this letter)
- ALL work to be set Go 4 Schools in the first instance. Instructions can still say 'to access Teams etc' but must be on Go 4 Schools so there is one hub to access all work instructions from
- Work on GO 4 Schools will have the subject and date in the title and will appear on the correct day for that subject, e.g. Maths Year 9 Wednesday 22/4/2020
- The work will have a deadline of no less than one week and no more than two
- Where longer term project or booklet work has been set, suggestions will be put on GO 4 schools of how this can be broken down into 'chunks' each week
- Staff will aim to set work that will take no more than 40 minutes for each subject, to allow time to read instructions and access resources/websites

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- It will be clear which work needs to be submitted to the teacher and how. For example, by email to class teacher or by submission on Teams

Feedback

Teachers will inform students of which work will receive feedback and how that feedback will be received. It is not reasonable to expect all work to have feedback as this is more challenging via email etc.

Type of Work Set

For practical reasons it may be difficult for teachers to introduce some new content to pupils, particularly during the early phase of this new way of working. There may be some new content introduced but it won't be done at the pace it would have been in lessons. You may notice, after Easter, that teachers are setting tasks which consolidate prior learning which is very beneficial. We know that what pupils store in long term memory can help them to learn more, so consolidation is not wasted time or a lack of 'progress'. Some staff may choose to do virtual lessons but this is not an expectation from school leaders.

Rewards

Teachers have been asked to add merits and distinctions for great work and effort just like we would in school. In addition Students of the Day nominations are sent to me (Mrs Betty) each day by a variety of subjects and are posted online and on our social media. We also have our QEGSChallenge each week with a winner announced each Friday. It has been a joy to see such hard work and community spirit going on despite the unusual situation we are in.

Mark Schemes

Where possible teachers have been asked to provide mark schemes and self-assessment grids so students can self-assess their work and parents/carers can understand the expectations too.

We hope that we will all be able to settle into a new routine after Easter. When we do return to school, we know that there will need to be a 'recovery' phase, possibly including some changes to the curriculum. It is too early to make decisions about how this will work, but we will let you know as soon as we have plans for this in place.

Once again thank you for your hard work. Have a restful remainder of the holidays and we look forward to seeing you all soon.

Yours faithfully

Laura Betty

Deputy Headteacher