# Information for parents, carers and pupils about Home Learning

## Key Tasks, Marking and Feedback

Department areas have set **"key tasks"** for your child to complete. These are pieces of work which will be used to provide feedback to your child about their understanding of work set.

**Your child should aim to complete these and send them via their school email account to their class teacher**, (or to the teacher listed on the work should this differ in any way), **by the due date set.**

Key tasks can be found in the Student Resources area of Foldr, (the area where all work has been set so far), and are clearly shown via the following labelling:

### YEAR XX Key 'Subject' Task DUE 'Date' 2020

Email addresses of teachers are listed on the pieces of work themselves. Once received, teachers will then mark and provide feedback to your child via the school email system. Please note: Teachers will NOT be able to communicate with pupils via personal email addresses so it is extremely important that your child sends the work using their **school email account only**.

The current exception to this process is Maths – the Maths department will be using the marking and feedback facility, which allows for direct/secure dialogue, within 'Mathswatch' for specific sets of questions in the first instance.
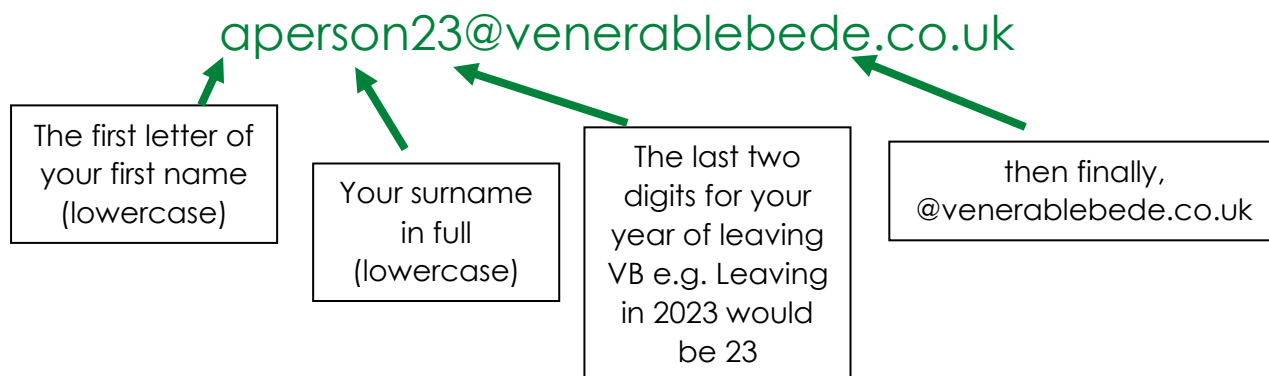
## Supporting pupils working at home

Where any pupils are unclear about some work set or need some additional support and guidance, they can email their teachers with particular questions. Again, teachers will NOT be able to communicate with pupils via personal email addresses so it is extremely important that your child communicates using their **school email account only.** Teachers will respond as quickly as they can, but it must be remembered that email is not an instant form of communication.

# A reminder of how to access your pupil email account

You can access your email account via the resources page of the school website (**LINK**).  Email addresses for pupils all follow the same format:

$$aperson23@venerablebede.co.uk$$

| The first letter of your first name (lowercase) | Your surname in full (lowercase) | The last two digits for your year of leaving VB e.g. Leaving in 2023 would be 23 | then finally, @venerablebede.co.uk |
| --- | --- | --- | --- |

The password for your email address is **exactly the same** as the password you would use to log into your account at school.  If you have forgotten your password, there is a technical issue form on the school website (**LINK**) where you can request that your password is reset.  Similarly, if you encounter any other problems, you can complete this form to let us know.  We will work to respond to technical requests as soon as possible but it is not an instant form of communication.

# Planning your school day whilst learning at home

It's really important to try to stick to a routine whilst learning at home and your timetable is a great start.  Teachers and departments are setting work for you that you can complete at home - they have set work based on the number of lessons you would normally have each week.  By following your usual timetable, you will be able to complete a good variety of work each day and finish any tasks set.

Learning at home on your own is very different to learning in a classroom of 29 others. You may find that you complete some work quicker than usual.  If so, take the opportunity to check your work carefully and to make sure the learning sticks!  Once you've done that, there are a lots of resources on the virtual enrichment section of the school website (**LINK**)that you can use to enrich your learning.  Equally, you may find that work takes a little longer to complete without the teacher or your peers around you – don't be worried about asking for support, if you need it, from your teachers using your school email account.  There are also lots of links to useful websites in each subject area within Foldr - you could also use these as sources of information to find videos, worked examples and support via the internet.