

Timetable & Lessons

- All lessons will be delivered through Google Classroom, which students can access through their school iPads, Chromebooks or by using home computers. This platform will be used as the central communication point.
- Students should follow the new **Remote Learning Timetable**. This closely resembles their normal school timetable, but has some minor changes to allow for more exercise, family time and independent non-screen activity during the day. Non-Live or 'flexible' lessons can be undertaken during the allotted session or at a time convenient to the pupil.
- To access lessons students should use the 'Google Meet' link for each individual class (found at the top of their Google Classroom for each subject time, but lessons will finish **5 minutes early** to allow time for students to 'move' between classes or take a comfort break.
- There is an expectation that students will attend all academic lessons, where possible. A register will be taken at the beginning of each lesson.
- Teachers will provide a short introduction to the lesson and upload assignments for students to complete via Google Classroom. Time will be provided to complete tasks in the lesson.
- Teachers will remain available to answer questions within the Google Meet sessions. Students can also post questions at any time via 'Private Comments' on Google Classroom, which teachers will answer during their timetabled lessons.
- Assignments will have a clear deadline and feedback on assessed work will be provided by teachers.
- **Reduced prep.** Teachers will reduce the amount of additional work set in the evenings, commensurate with age & curriculum requirements.
- It is important that pupils enjoy a morning break and snack and have some relaxation time during lunch.
- **No uniform** is required, although all pupils must be dressed appropriately for online lessons.

Learning Development

Due to School being closed, there will be no regular 1:1 learning support lessons with Learning Development. This is partly due to the fact that we don't want to overload pupils already coping with the demands of Remote Learning workloads but also because for safeguarding reasons staff are not allowed to do 1:1s when working from home locations. Where appropriate, some group support and targeted 2:1 catch ups with individuals will be put in place. Despite 1:1 lessons not taking place, Learning Development coordinators are still available to support ANY child in the school (not just those who were currently having 1:1 support). So if your child is struggling with accessing Remote Learning or wants help with a particular topic, please get in touch with the following year group coordinators:

Years R-6 - cinstone@dokschool.org (Mrs Instone)

Years 7 & 8 - tmeredith@dokschool.org (Mrs Meredith)

Years 9-11 - strevelyan@dokschool.org (Mrs Trevelyan)

Registration & Assemblies

Registration will take place at **8:45-8.55 am** on Monday, Tuesday, Thursday and Friday and **8:25-8.35am** on Wednesdays. All pupils are expected to register in the morning before starting online lessons. Assemblies will be approximately ten minutes long and take place on a Monday and Friday as usual, available through Google Form Classrooms from 8am. All pupils will be expected to watch every assembly prior to registration at 8.45am. They will be a platform for announcements to be made, certificates awarded, great work acknowledged and some exciting competitions announced.

The health and wellbeing of pupils and their families is of the utmost importance. If pupils become too unwell to tackle remote learning tasks, please drop the Form teacher an email, so we can keep track of 'attendance'. Finally, please email or call if you have any problems whatsoever. office@dokschool.org or call 01483 277313.

Do also continue to follow us on *Twitter and Instagram* for updates throughout the week