

Remote Learning Q&A for Year 7 students

What are the lesson timings?

Year 7

Registration: 08:40 – 09:05

Period 2a: 10:10 – 10:35

Break: 10:40 – 11:10

Period 2b: 11:10 – 11:35

Period 3a: 11:40 – 12:05

Break: 12:10 – 12:40

Period 3b: 12:40 – 13:05

Period 4: 13:10 – 14:05

Period 5: 14:10 – 15:10

Your break times are the same as they would be in school. Your Period 2 and Period 3 lessons will have a break in the middle as they do currently.

What's the easiest way to access my lessons?

Your teachers and form tutor will send you a calendar invite to be able to access your lessons via Microsoft Teams. The easiest way to join your lessons is via the Calendar in Office365. You can access this through Outlook and Teams.

I can't remember my username and password

If you can't remember your Misbourne login please email your school base and we'll re-issue it. To login to your Office365 account just use your school login and add @themisbourne.co.uk to the end. E.g. 20BlogJoe@themisbourne.co.uk.

What time do I need to be logged in by each morning?

Registration starts promptly at 08:40. When you click Join you may get a notification saying you are waiting in the lobby. This is perfectly normal. Just wait here until your teacher admits you to the lesson. On assembly day you should join your Registration meeting first at 08:40 to register and receive any messages for the day before joining the assembly meeting by 08:50.

Do I have to use a computer to access the lessons?

No. You can use a PC or laptop but you can also use any mobile device that is capable of running the Microsoft Teams app (e.g. iPhone or Android). The same applies for a tablet (e.g. iPad). You can stream your lesson in the same way you would do for videos and then do your classwork on paper for most subjects. If you are using paper and your teacher needs to see your work you can take a photograph and upload it to your class on Microsoft Teams or to Satchel:one if its homework related.

How will my teacher engage with me?

In your Teams lesson you should have your camera turned on so your teacher can see everyone participating. We ask you to be dressed appropriately and to sit in an appropriate place in your home. Your teacher may ask you to blur your background.

During the lesson you can use the 'raise hand' button and wait to be asked. Your teacher is able to mute all participants and then unmute you so you can speak.

There is also a 'chat' feature attached to each lesson. This is where you can ask questions of your teacher and receive further instructions. **It is not somewhere to have conversations with other students unless instructed to by your teacher.**

Finally, you can post in your class Team at any time with questions or wider contributions.

How will lessons work?

Just like in school, each lesson will operate in a different way. Sometimes the teacher will instruct you for much of the lesson, in other classes you may have a little bit of teacher input at the beginning before going off to work on something and coming back again. Your teacher will choose the most effective method to support your progress in their subject.

Will there still be rewards and sanctions?

Absolutely. We look forward to giving out lots of achievement points to recognise students who are working hard and achieving in different ways. Your teachers will also apply our behaviour for learning policy in the normal way, giving warnings where necessary. Teachers are able to remove students from the lesson where there are persistent behaviour issues which affect the learning of the class. Where any concerns arise, we will contact families in the usual way.

How do we ensure that everyone stays safe?

All lessons will be recorded for safeguarding purposes and to ensure appropriate behaviour for learning. You should talk to your parents/carers about making sure you are safe at home whilst attending virtual lessons, including making sure you have a safe space to work.

The Safeguarding Team at The Misbourne are still available to you by phone on 01494 862869 or via email safeguarding@themisbourne.co.uk

What if my teacher isn't available?

Most of your teachers will teach you from school via Teams. Sometimes your teacher may be absent and your Teams lesson won't be able to go ahead. In this case we'll let you know to look on Satchel: one for cover work for that lesson. This work should be done at the time your lesson normally would be.

Where can I get more information?

There are two useful videos on our website explaining how to use Office 365 and Teams

<https://www.themisbourne.co.uk/1630/using-it-for-learning>

If you or your family members have any questions or need support please contact your school base team in the first instance via the email addresses below. These accounts are checked by a number of members of staff so it's the fastest way to get a response:

attenboroughschool@themisbourne.co.uk

franklinschool@themisbourne.co.uk

holmesschool@themisbourne.co.uk

turingschool@themisbourne.co.uk