

Top Tips for Students for Remote Learning

This guide may be helpful in supporting you with your work. If you have any additional tips, please share them with your teacher or form tutor who can let the rest of the class know. We ask students to **Word Hard, Be Kind**. As we navigate this new way of teaching and learning, do your best and be **kind to yourself**. If you need help, let us know, we are still here for you.

1. Routine



At the start of each day, check Teams for the work you have been set.

If your parents/carers want to check your usual timetable, they can see it via the Edulink app.

Keeping to the school times will help to create a sense of normality, so keep an eye on the time – there's no school bell to remind you!

Keep to a good sleep routine, aiming to go to bed at the same time each night.

Make sure you are up in good time to have breakfast before you start your work.

	Lesson 1	Lesson 2	Lesson 3	Lesson 4
Year 7, 12, 13	8.30	9.45	11.30	12.45
Year 8, 10	9.15	10.30	12.15	1.30
Year 9, 11	10.00	11.15	1.00	2.15

2. Resources



Have your timetable on Edulink so you know what classes you are meant to be in for the day ahead.

Make sure you have a device that you can log on to; laptops or tablets work best for this.

Log onto 365 / Teams and locate your lessons you have for the day ahead.

Any assignments you have set will appear from 8.30. You can easily access these assignments by clicking on the 'Activity' tab on the left-hand side of the Teams window. Alternatively identify the Teams group for your class, click on it to open and the assignment will be in the chat section. Just click on the assignment here and it will take you directly to the assignment.

Make sure you have your pencil case close at hand in case you need any equipment.

Sit at a desk or table to work if you can. Try to make a separation between 'school' and home spaces, for example by tidying away your school resources after you have finished.

3. Remove distractions



Find a quiet place to work where possible.

If you have a mobile phone that you do not need to use for your learning, leave it away from your workspace. You manage to last a day in school without it!

Turn off any notifications from social media and only check your phone in your free time.

4. Breaks



Sticking to the school timetable means you do get a break!

In addition to the work set for you each hour you should be able to take mini breaks between lessons if you need to.

During your breaks, walk around the house, grab a healthy snack and some water.

Do something to help with positive mental wellbeing; you could read a book, meditate, tidy your workspace, stretch, or go for a walk.

And we repeat...

Keep to a good sleep routine, aiming to go to bed at the same time each night.

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Remote learning is here again and with it comes a new way of working and for some the anxiety of getting to grips with new skills, new software and the demands of time management and organisation. There are though some very good free pieces of software and applications (apps) available to make your life easier whilst working from home.



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