



20 March 2020

Dear Pupils

Mrs Zeshan shared the below advice with her Computing students, and it seemed to me such good advice that I wanted to share it more generally (with some small modifications to make it relevant to all subjects). I have copied in your parents to this message so that they are also aware; I am sure that they will have a keen interest in your learning and progress over the course of the impending school closure.

If you should have any remote access issues, please can I ask that someone from your household notifies our IT support providers, XMA Ltd, at the following address: StOlaves.support@xma.co.uk. They will either be able to resolve the issue directly when raised or, if it requires authentication of a pupil's identity (for instance, in the event of a password needing to be re-set), then they have been asked to contact the school so that we can verify the identity of the person making the request before proceeding to resolution.

I hope and trust you will find the below advice useful and wish you every success and satisfaction in your continued learning during the period of school closure.

Please do take the work set by your teachers seriously and, as you would whilst physically in school, work to the fullest of your ability under the unusual circumstances. I know I speak for all my colleagues in saying that we will truly miss teaching our classes, and look forward to a time when we will be able to continue with teaching and learning face to face.

Until then, stay safe, be kind and please do expect further updates. You should contact your subject teachers via your school email address or Microsoft Teams if you have any questions about your work.

Sincerely and with all best wishes

Mr Budds
Deputy Headteacher



TOP TIPS for remote learning

GET ORGANISED

The desire for order is the only order in the world. Georges Duhamel

You need to ensure you look after yourself and stay organised while planning to do distance learning. You need to get self-organised to get the most out of your time at home.

- Start Early- Aim to complete the set work for the day
- Plan and follow a timetable
- Visit Moodle regularly to access work, complete it by the set deadline and submit it according to the instructions given by your class teacher. Most likely you will be submitting the work on a weekly basis using one of the following means:
 - Teams
 - other websites
 - Office 365 forms
 - Moodle
 - Some subjects use a "Class notebook"

SET THE MOOD

- Find a place where you can work at your best and won't get distracted by others
- Have a comfortable place to sit, a glass of water, plenty of space if possible and light
- Stay away from social networking sites, video games and other external influences
- Don't forget to take breaks in between work- plan and record your weekly learning

BE PERSISTENT

I never took a day off in my twenties. Not one Bill Gates

- Be persistent by sticking with difficulty, daring to be different and tolerating uncertainty.
- Aim to complete all the given work. If you get stuck, you can seek help in the following ways:
 - Contact your class teacher via Teams or school email
 - Contact your classmates they might have an answer to your query
 - Use online resources on Moodle to help you
- Over the next few weeks, you should aim to try some of the following methods as part of your programme for consolidating your learning
 - Mind mapping
 - Putting key skills into practice
 - Summarising key points you have learnt on revision cards or in your exercise book
 - Explaining work to a parent/carer/sibling
 - Getting someone to test you