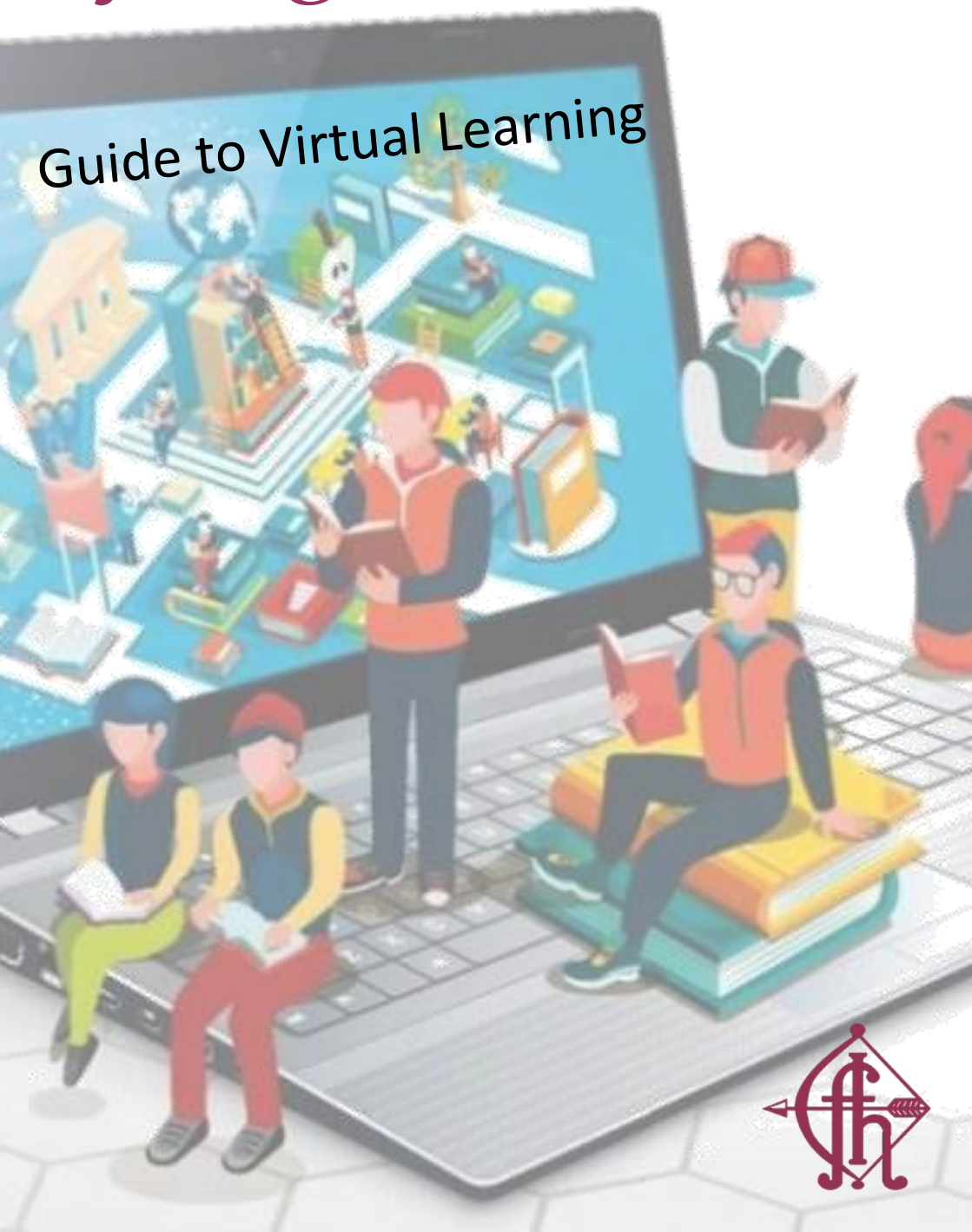


# Fyling Hall School

## Guide to Virtual Learning



Dear Parents, Carers & Pupils,

I hope everyone is well and managing to establish some normality in these very unusual times. The staff have continued to work hard during the holiday to be prepared for what looks like a Virtual Learning experience, at least for the start of term anyway. We are determined to make this experience as valuable for our pupils and to make sure the impact on their education is as limited as possible.

Thank you for all of you who provided feedback after the first week of our Virtual Learning experience. Whilst we had a lot of positive feedback we have made some amendments to address some of the key issues raised from both home and by the staff. The following booklet summarises the key developments of our offering, and hopefully will help you navigate through what is a new experience for us all. Our core aim is to remove the feeling of isolation pupils may be having, by making them feel supported, in as interactive an environment as possible.

We are focused on making sure we have a balance between the inevitable need for screen time and providing learning opportunities away from electronic devices. We are also determined to offer an experience beyond lessons as we feel these to be an essential part of our pupils' experience. We will be building into the school week assemblies, tutor time, exercise, after school clubs and support on promoting positive mental health.

Whilst I very much hope that this programme will only be required for a limited period of time this is unknown at this point. With this in mind we have generated a system that I believe will be successful for as long as required. Please do remember we are here to help in any way we can.

I hope you all stay safe and thank you for your support at this difficult time. I am very much looking forward to when we can all be together again and the school bells ring once more.

Best wishes

A handwritten signature in black ink, appearing to read 'S Allen', with a long horizontal flourish extending to the right.

Steven Allen  
Headmaster

## Timetable and weekly work schedule

- We have restructured the timetable so as to simplify it and make it more user friendly, flexible and efficient for you to use at home.
- The new timetable for each year group is included later in this booklet.
- Each year group has been assigned a time slot for each subject. During this time the teacher will be available to support pupils on the tasks that have been assigned them, via the messaging feature.
- Year 12 have been assigned two sessions with their teachers.
- There is a time table for the 'Transition to A Level' sessions for Year 11.
- During this subject session there will be an interactive tutorial period which will allow the staff and pupils to discuss work, get feedback and exchange ideas. The time for the tutorial will be published on the weekly work schedule.
- The task pupils are working on may be away from the computer but the staff will still be online to support them. Should your child wish to take part in the tutorial they will need to be online at the specified time.
- Although each session is two hours, work does not solely have to be completed during this time, it is simply the time when the teacher is solely available for the specified year group.
- Most subjects, particularly for Year 10 and some subjects in Year 9, will require work to be done outside of this time. The deadlines for work will be clearly displayed in the weekly work schedule and through the Teams programme.
- There is a designated Tutor session on Wednesday afternoons which will last approximately 30 minutes. The rest of this time can be used to carry on with any outstanding work.
- Staff will also indicate in the weekly work schedule when marked work will be returned.
- Each class task will have clear instructions and an expected amount of time that should be dedicated to the task.
- A link to the weekly work schedule will be emailed to you on Sunday evening to allow you to view the coming week.

## Twilight Sessions

- To try to keep our programme flexible each member of staff will be available to pupils for one twilight session per week. This session is open to all year groups to contact the teacher via the messenger facility within Teams, if they require support or assistance.
- The twilight sessions will run from Monday to Thursday between 16:00 and 18:00.
- I will publish the twilight schedule next week.
- Hopefully this feature will offer flexibility to accommodate the demands of home life, parents' work and exercise.

### **Tutor time & Assemblies**

- The interactive tutor session will try to replicate this crucial element of contact with the Tutor and your child's peer group.
- They will involve a general catch up, themed topics to discuss and a task to prepare in advance, linked to the week's assembly.
- There will be a pre-recorded assembly released at the start of each week. The link to this will be provided to both pupils and parents at the start of the week.
- Please remember for parents the first point of contact remains the tutor and they will be happy to arrange a time to talk about any issues you may have.

### **Support**

- We fully appreciate pupils working from home is a very new experience, not only for the pupils, but for the parents as well. If you or your child finds yourself in need of some support, then we have dedicated a large proportion of Mrs English's week to this.
- She will write to you next week with details of how to contact her and also share with you some resources relating to mental health that you may find useful during this unique period.

### **After School Clubs & Competitions**

- To try and bring a distraction to the pupils' week we are proposing to run some after school activities and competitions.
- These will hopefully provide a different focus and experience whilst at home, as well as some fun.
- I will contact you next week with more details about when and how this will work.

### **Things to consider**

- Please can you encourage your children to work in communal areas of the house. If this is not possible, and they are in their rooms, then please can you ask them to work with their doors open, particularly during tutorials.
- Pupils should be appropriately dressed (no nightwear) when working and particularly during tutorial sessions.
- Audio or video interaction with staff outside of the specified tutorials must be coordinated through the parent.
- Pupils should not try to contact staff other than via the Teams software and school email . Personal communication methods should not be used.
- Teachers will only interact with pupils during the school day and twilight session. Pupils can ask questions outside of these times but they will have to wait for a response.

- Any concerns about interaction, with either pupils or staff, should be reported either to the Form tutor, Mr Allen or Miss Gilmour (Designated Safeguarding Lead).
- Pupils can message each other via the Teams programme, so please do keep an eye on the interaction using this feature and report any concerns as you normally would. We can disable this feature from pupils' accounts and your child can block other pupils if they wish.
- We have added a test pupil to each teaching group so that the SMT can monitor everything that is happening on the Teams programme.
- The increased time on the internet is something we all need to be aware of. The link below will take you to a handbook (Can also be found in the policies and downloads section of our website), to support you in making sure your child is as safe as possible online. There are lots of useful links in this document that I hope you will find useful:

<https://www.fylinghall.org/wp-content/uploads/2013/04/Parents-guide-to-e-safety.pdf>

If you have any questions please feel free to contact me via my email address:

[Headmaster@fylinghall.org](mailto:Headmaster@fylinghall.org)

# Year Group Timetables

## Year 7

Session	Subject
Monday 1	Maths
Monday 2	Music/Drama
Tuesday 1	History
Tuesday 2	Art
Wednesday 1	MFL
Wednesday 2	Tutor time & Catch up
Thursday 1	English
Thursday 2	Science
Friday 1	ICT
Friday 2	Geography

Session 1: 10:00am—12:00 noon

Session 2: 1pm—3pm

Twilight Session: 4pm—6pm

## Year 8

Session	Subject
Monday 1	MFL
Monday 2	Art
Tuesday 1	Maths
Tuesday 2	History
Wednesday 1	English/ESL
Wednesday 2	Tutor time & Catch up
Thursday 1	Geography
Thursday 2	Music/Drama
Friday 1	Science
Friday 2	ICT

## Year 9

Session	Subject
Monday 1	Geography
Monday 2	ICT
Tuesday 1	English/ESL
Tuesday 2	Science
Wednesday 1	Maths
Wednesday 2	Tutor time & Catch up
Thursday 1	MFL/Design/Drama
Thursday 2	History
Friday 1	Music
Friday 2	Art

## Year 10

Session	Subject
Monday 1	English/ESL
Monday 2	Science
Tuesday 1	Maths
Tuesday 2	Music/Business/Sports Studies
Wednesday 1	ICT/History
Wednesday 2	Tutor time & Catch up
Thursday 1	Science
Thursday 2	Geography/Drama/Design
Friday 1	MFL/Art
Friday 2	Maths & English/ESL

Session 1: 10:00am—12:00 noon

Session 2: 1pm—3pm

Twilight Session: 4pm—6pm

## Year 11

Session	Subject
Monday 1	ICT / Art
Monday 2	Sports Studies
Tuesday 1	Physics / Music
Tuesday 2	English Literature
Wednesday 1	Geography
Wednesday 2	Biology
Thursday 1	History / Drama
Thursday 2	Chemistry
Friday 1	Maths
Friday 2	Business

## Year 12

Session	Subject
Monday 1	Chemistry/History/Music
Monday 2	English/Maths/Sports Studies
Tuesday 1	Art/Biology/ICT
Tuesday 2	Geography/German/F Maths
Wednesday 1	Physics/Business
Wednesday 2	Tutor time & Catch up
	Geography/German/F Maths
Thursday 1	English/Maths/Sports Studies
Thursday 2	Art/Biology/ICT
Friday 1	Physics/Business
Friday 2	Chemistry/History/Music

