

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, Achieve More**. As we navigate this new way of teaching and learning, do your best and be **kind to yourself**. If you need help of any kind, let us know, we are still here for you.

1. Resources



- Make sure you have your pencil case close at hand. You are likely to need normal school equipment, i.e. pen, pencils, colours, ruler, rubber, calculator, geometry set, green pen.
- You will need your exercise books or paper to write your work on. Certain subjects provide workbooks or vocabulary books. Make sure you have them to hand. You should also have your Knowledge Organiser available.
- 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.

2. Remove distractions



- Find a quiet space to work where possible.
- If you have a mobile phone that you are not using for learning, try leaving it away from your workspace. You manage to last a day in school without it!
- It is a good idea to switch off notifications from social media and only check these accounts in your free time, this will help you to remain focussed on your lessons.

3. Routine



- 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! Some of your lessons will be 'live' which will help with this.
- Help to organise your day by setting timings on a device (away from your workspace) to prompt to start of each period, lunch time and end of the day. Set it 5 minutes before the lesson is due to start to ensure you are on time for 'live' lessons.
- 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 lessons at 8.45am.

4. Timetable



- At 8.45 each day, check Doodle for the work you have been set and for any instructions to join Teams lessons.
- If your parents/carers want to check your usual timetable, they can see it via the Astrea App (if they don't have the app, it is free to download and use from their app store).

5. To Do Lists



- Keep a list of all the work you are set. For example, you could use a table with four headings: Subject, Task, Completed, Submitted.
- Cross items off as you complete them. This is satisfying and will give you a sense of achievement.
- This is a good way of showing parents/carers what you have done today and will also help you to see what you have accomplished.

10 Tips for Students for Remote Learning

6. 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.

7. Listen, Pause, Complete, Check



- When listening to pre-recorded lessons, pause them after the teacher gives instructions.
- Rewind them if you need to.
- Often a teacher will tell you to pause, complete the task and then press play again to check your answers.
- Have a green pen handy for self-marking.

8. Checking Your Work



- Always check through your work when finished to make sure you have answered all tasks as fully as possible and that your answers make sense. The tasks may well form part of your next lesson so it is important that you can understand what you have written when you read it back. This is also useful for revision purposes.

9. Support / Keep In Touch



- If you are stuck or do not understand something, contact your teacher via email.
- Feeling worried or anxious? You are not alone, there is plenty of support available <https://www.astrea-longsands.org/pupils-too/feeling-worried-or-anxious/>

10. Extensions or 'find out more' tasks...



- The Student Bulletin has weekly extension tasks for many subjects. If you have completed work set, use any spare time to improve your skills and knowledge.
- You could investigate further one of your topics from the day by watching a video, listening to a podcast or reading an online article. Oak Academy is a good resource to explore and learn from. <https://www.thenational.academy/>
- Year 7, 8 and 9: Self-quiz using your knowledge organiser. The Autumn and Spring knowledge organisers can be found here: <https://www.astrea-longsands.org/curriculum/knowledge-organisers/>
- Year 10 and 11: make good use of GCSE Pod for learning and revision: <https://www.gcsepod.com/>