

Home learning programme – information and advice

As of Monday 23 March we will be starting our home learning programme for students in Years 7, 8, 9, 10 & 12.

The main way for setting work will be through Show My Homework (SMHW) and will be set for the week ahead by their teacher or by a member of the department. If the student can see the work in SMHW it is for them! The work will be set, in most cases by Monday morning so that students and parents can plan out the week. Students can access their school documents and the Group Resources through Home Access Plus+ (see instructions below); in the main they should already be using this facility but if students have any access issues please email itsupport@klbschool.org.uk

We will aim to maintain a broad and balanced curriculum as best we can, so work will be provided across the full range of subjects that students would be studying in school. At first, it may appear a little overwhelming to have so much work appear on the first Monday but please support your child in understanding that it doesn't all need to be done straight away.

The type of work will vary according to the subject & year group but teachers are likely to include:

- Group Resources – accessed through Home Access Plus+
- On-line learning resources such as GCSE pod, Quizlet, Kerboodle and Corbett maths to name but a few
- Use of study guides / textbooks / past papers
- Structured research-based projects
- Reading
- Outdoor activity & exercise programmes
- Art & design
- DT projects

We have instructed teachers to not use any form of social media, conference calls or live video.

Year 12

We will expect students to study the same number of hours as if they were in school, roughly equivalent to 7 hours per option subject. This takes into account the time they would be in lessons and the homework that we would be expecting them to do. Teachers will direct students on how to submit work and how feedback will be given. For many, school email addresses will be the communication channel used.

Year 10

Students will need to do a similar amount of work as if they were in school. Teachers will set a range of activities to ensure that there is good variety to what students are required to do.

Years 7-9

For Key Stage 3 we will maintain the philosophy of a broad and balanced curriculum with work being set across all timetabled lessons equivalent to the number of hours taught. Work may include a range of activities to ensure variety is maintained and different learning needs considered. There will be no expectation for work to be submitted to teachers during the two weeks up to Easter. If the school remains closed beyond Easter, teachers will find appropriate and proportionate strategies for checking completion and/or providing feedback on work completed. This may well be easier for some subjects than others.

Headteacher: Tim Rand

Tel: 01453 842227 Fax: 01453 845480 info@klbschool.org.uk www.klbschool.org.uk
KATHARINE LADY BERKELEY'S SCHOOL, WOTTON-UNDER-EDGE, GL12 8RB

Advice to parents

It may be difficult for parents to manage the learning of their children over the coming weeks and possibly months. Every family will have a different dynamic and will approach the challenge differently. There will also be a good number of students who find the prospect of learning from home extremely difficult without the expertise and support provided by staff. Where possible we suggest the following:

- Help your children structure the day/week ahead. Many will enjoy making a timetable for the week ahead.
- Work at a desk or table in as quiet an environment as possible
- Switch phones off
- Take regular breaks
- Use rewards and praise to encourage and motivate

Students without PC / internet access

We are currently compiling packs of work for those who have told us they do not have access to the internet and/or a PC. This may take a little while to put together but we are endeavouring to get these out to students as soon as possible. Please let us know if your child would benefit from this. We are aiming to either deliver or to send out in the post; this may depend on the physical size of the packs.

KLB remains 'open'

KLB will remain open to provide support. By using the info@klbschool.org.uk email address, you will be able to ask general questions. Subject teachers are also available to answer questions through email; our email addresses can be found in the 'Contact us' section of the website. If a member of staff is ill or unable to return an email they will have an automated response stating as such. Staff will be checking their emails regularly but please allow 2 working days for a response.

We do hope that home learning goes well, this is the first time that we have had to do something like this on such a large scale so we will monitor, review and adjust as necessary.

All the best.

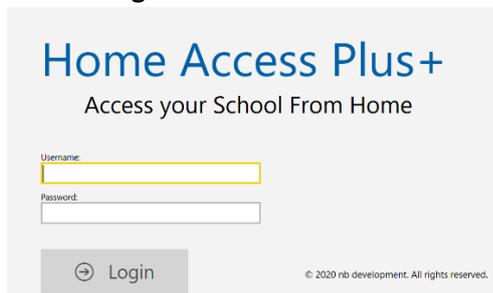


Tim Rand & The Staff at KLB

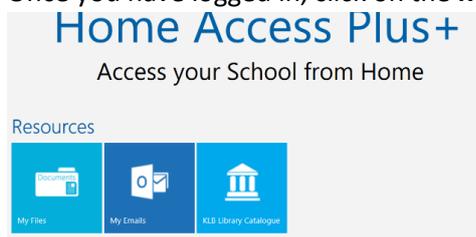
Accessing files through Home Access Plus +

In order to access files located on the school network from home, you can use Home Access Plus +. To get started:

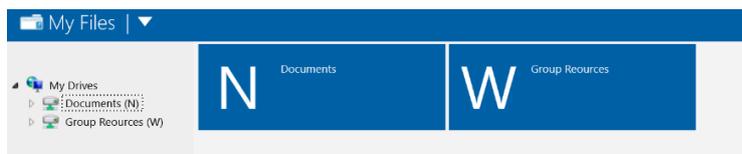
1. Browse to <https://hap.klbschool.org.uk> in a web browser
2. At the login screen enter the same username and password you use to login to the school computers and click on **Login**



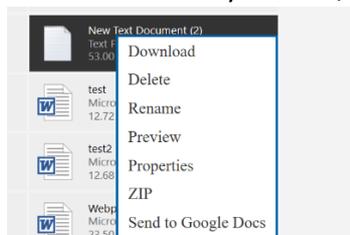
3. Once you have logged in, click on the **My Files** icon



4. You should now see a screen that looks and works in a similar way to File Explorer in Windows



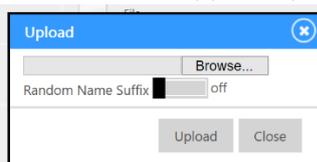
5. Browse to the file you want, right click and select **Download** to save it to your computer



6. If you want to upload a file, browse to the folder you want to save it to, and in the top menu bar click on **Upload**



7. In the box that appears, press **Browse** to locate the file on your computer, click **Open**, and then **Upload**



If you have any issues, please do not hesitate to contact us on itsupport@klbschool.org.uk

Headteacher: Tim Rand
Tel: 01453 842227 Fax: 01453 845480 info@klbschool.org.uk www.klbschool.org.uk
KATHARINE LADY BERKELEY'S SCHOOL, WOTTON-UNDER-EDGE, GL12 8RB