

## Pupil Expectations

### Pupil Emails

- Pupils should log into their school email (Gmail) each morning.
- Pupils should know their Gmail username
- Pupils should know their Gmail password.
- If they do not know their email or password, please contact us on [passwords@cidari.co.uk](mailto:passwords@cidari.co.uk) with their full name and year group and outline the issue.

### Online School Day

Each lesson will last 1 hour. *Where possible*, we ask that pupils access their lessons at the correct time to allow teachers to provide live feedback.

|                 |                             |
|-----------------|-----------------------------|
| 8.40-9.00am     | Morning Meetings 7, 8 and 9 |
| 9.00 - 10.00am  | Period 1                    |
| 10.00 - 11.00am | Period 2                    |
| 11.00 - 11.20am | Break                       |
| 11.20 - 12.20pm | Period 3                    |
| 12.20 - 13.20pm | Period 4                    |
| 13.20 - 2.00pm  | Lunch                       |
| 2.00 - 3.00pm   | Period 5                    |

### Pupil Timetables

All pupils in a year group will follow the same timetable for their lessons. This will be different to their normal school timetable.

### Year 7

|   | Monday    | Tuesday                 | Wednesday | Thursday  | Friday                          |
|---|-----------|-------------------------|-----------|-----------|---------------------------------|
| 1 | History   | Spanish                 | Maths     | Spanish   | History                         |
| 2 | Science   | RE                      | English   | English   | Maths                           |
| 3 | English   | English                 | Science   | Science   | Accelerated Reader<br>Peter Pan |
| 4 | Geography | Maths                   | RE        | Geography | Science                         |
| 5 | Maths     | Reading for<br>Pleasure | PE        | Maths     | PE                              |

### Year 8

|   | Monday  | Tuesday   | Wednesday               | Thursday  | Friday                                     |
|---|---------|-----------|-------------------------|-----------|--|
| 1 | Spanish | Geography | English                 | Spanish   | History                                    |
| 2 | Maths   | History   | Maths                   | English   | Maths                                      |
| 3 | RE      | RE        | Reading for<br>Pleasure | Science   | Accelerated Reader<br>The Railway Children |
| 4 | English | Maths     | Science                 | Geography | Science                                    |
| 5 | Science | English   | PE                      | Maths     | PE   |

### Year 9

|   | Monday   | Tuesday  | Wednesday | Thursday | Friday   |
|---|----------|----------|-----------|----------|----------|
| 1 | English  | English  | English   | Option C | Option A |
| 2 | Science  | Science  | Science   | Science  | Option B |
| 3 | Maths    | Maths    | Maths     | Maths    | Option C |
| 4 | RE       | RE       | RE        | English  | Option D |
| 5 | Option A | Option B | PE        | Option D | PE       |

### Year 10

|   | Monday   | Tuesday  | Wednesday | Thursday | Friday   |
|---|----------|----------|-----------|----------|----------|
| 1 | Maths    | Maths    | Maths     | Maths    | Maths    |
| 2 | Option A | English  | English   | English  | English  |
| 3 | Science  | Science  | Science   | Science  | Option D |
| 4 | English  | Option C | RE        | Option B | RE       |
| 5 | Option B | Option D | Option A  | Option C | PE       |

### Year 11

|  | Monday | Tuesday | Wednesday | Thursday | Friday |
|--|--------|---------|-----------|----------|--------|
|--|--------|---------|-----------|----------|--------|

|   |          |          |          |          |          |
|---|----------|----------|----------|----------|----------|
| 1 | Maths    | Maths    | Maths    | Maths    | Maths    |
| 2 | Science  | Science  | Science  | Science  | Science  |
| 3 | English  | English  | English  | English  | English  |
| 4 | Option A | Option C | Option A | RE       | Option D |
| 5 | Option B | Option D | Option B | Option C | PE       |

### Online Lessons

- Pupils log into the Google classroom at the time of their lesson according to their timetable.
- Google Classroom can be accessed through the Google Apps button or via email links.
- (Please watch our 'How to Access Online Lessons' if you are unsure how to do this.)
- Pupils select the relevant classroom from their Classroom Home Page.
- In the classwork tab, a lesson will have been assigned for that day.
- Pupils select the lesson and will be directed to the details for that lesson.
- Pupils must read the detailed instructions provided by the teachers.
- Resources and pre-recorded videos will also be attached to provide further guidance.
- When pupils are ready to complete the work, they must click on the 'add or create' button and create a document as per the teacher's instructions.
- They can then click on their document, which will open in a new window where they can begin their work.
- Work completed in these documents automatically saves.
- Once the lesson is completed, pupils must click 'hand in' to submit their work.
- If pupils do not click on hand in, it will not appear in the teacher's list of work submitted and is considered incomplete.

### Trouble Shooting

- If you do not have access to a Google classroom for a particular subject, please contact us on [homelearning@cidari.co.uk](mailto:homelearning@cidari.co.uk), providing your full name, year group and details of the issue.
- If the video instructions are not loading, check that you have enable third party cookies. In the web browser box, there is an eye symbol with a cross through it. Click on this and follow the links to allow cookies.
- Where a lesson cannot be completed according to the timetable, pupils have until 9am the following day to complete the work before it is checked by their teacher.
- If a pupil is struggling with a task, they can contact their teacher via the private comments box on the assignment page.

### Teacher Feedback to pupils

- Where possible, teachers will access the google classroom at the allocated lesson time to check pupils work live.

- Where possible, teachers will respond to pupil queries at the allocated lesson time.
- If this is not possible, they will respond by the next lesson.
- Teachers will check the work has been submitted by 9am the following day.
- Where work has not been submitted, pupils will receive an email informing them there is outstanding work.
- Pupils will receive regular class feedback via the Google Classroom stream.
- Feedback will identify strengths, common misconceptions and next steps in learning.
- Teachers will also identify pupils who have completed exceptional work.

#### Feedback to Parents/Carers

Once a week, a text message will be sent to parents/carers identifying if any work has not been submitted.