



Friday 12th February 2021

Dear Year 10 & Year 11 Parents and Students,

Year 10 & Year 11 Seminar Sessions

Remote learning is regularly evaluated at Tarleton Academy to ensure that the experience and support that we provide for our students is effective. In recent days we have been in the process of planning 'live' online seminars that will begin after half-term. These seminars will be for students in Years 10 & Year 11 and we will evaluate their impact over the first few weeks after the half-term break.

The purpose of the seminar session is to consolidate the learning from the previous lessons, address any student misconceptions and provide feedback on work submitted. It is an opportunity for the subject teacher to run a 'live' session where students can ask questions before and during the session and discuss any aspect of work set in lessons prior to the seminar. Our teaching staff regularly review the work that has been submitted by the students and by doing this they identify areas of strength and those that need to improve. These sessions will be planned based on the reflections and input of both the teacher and students, leading to the teacher providing explanation or demonstration in order to improve understanding and mastery. It is not intended to be live teaching of new material.

The timings of the sessions will be sent to students through ClassCharts in advance of each session, so that students are ready and well prepared. The seminar will replace one of the weekly lessons/one hour of set work for those subjects holding seminars, hence there will be no additional remote learning scheduled through ClassCharts for that subject.

Seminar sessions predominately take place on the day that the lesson would normally be held within the school timetable. However, the session times will be different and students will need to carefully review the attached timetable to make sure they are fully aware of when they will be expected to join the seminars.

The timings of some seminars will clash with established personal mentor Google Meet appointments. When this occurs students will need to contact their mentor to request an alternative appointment. Where it is not possible for a mentor to rearrange an appointment, students must attend the mentoring session as a priority and then review the recording of the seminar session after their personal mentor meeting.

How will it work?

Class teachers will be reviewing submitted work prior to the seminar session. They may decide to give the opportunity for students to submit questions prior to the session. They will be directed on how to do this and the deadline for completion prior to the session taking place.

Outstanding education at the heart of the community

The seminar will take place on Google Meet and students will either be directed to the meet through their Google Classroom or be issued with a code to access the session. It will last for up to an hour and will take place predominately on a day when the subject is timetabled for that slot.

Teachers will record the session to safeguard everyone involved and so this can be used if someone is absent due to illness.

A timetable for the two weeks after half-term is attached to this letter.

Seminar Session Protocols

When you take part in a 'live' session you must always conduct yourselves appropriately, in the same way you would be expected to in school. The full session protocols accompany this letter.

We are very much looking forward to trialling the roll out of the live seminars. We will, as always, review the impact of the sessions and this will include the benefits and improvements that might need to be made. We will update you with the arrangements and sessions for future weeks after the half-term break.

We hope that you and your family have a well-earned break over the half-term. Take care and stay safe.

Yours sincerely,

M Cunniffe

Mr M Cunniffe

Head of School

Seminar Session Protocols

These sessions are for the student group and the member(s) of school staff. We are available at school if parents wish to contact us via enquiries@tarletonacademy.org



Students: How Should I Behave Online During a 'Live' Session?

As part of our remote provision, teachers and school staff will invite you to take part in a 'live' seminar session online using Google Meet. For this session, attending and participating in the online session will be the work for one of your weekly lessons for the subject. On ClassCharts it will, for example, say 'Maths Seminar'. They will share a Google Meet link with you on ClassCharts for you to access the session. You may be given an access code to 'enter' the session.

When you take part in a 'live' session, you must **always conduct yourselves appropriately, in the same way you would be expected to in school.**

When taking part in an online session I agree to:

- be punctual to the Google Meet
- conduct myself appropriately and follow my instructions from the member of school staff, in the same way I would in school
- consent to the meeting being recorded by school, for everyone's safety
- leave my camera switched on and facing me so that the school staff can communicate with me
- dress appropriately for the meeting
- take part in the meeting in a public part of the house
- join the meeting and mute my microphone to start the session
- use the hand function to ask a question
- mute or unmute my microphone if asked to so that I can communicate with school staff
- use polite, professional and appropriate language in the accompanying Google Chat or when I talk in the session
- never share my screen unless directed to by the school staff
- never display an inappropriate or offensive profile picture
- leave the session immediately when asked to by my teacher

Seminar Sessions Two Week Timetable:

	Time	Week 1 WB 22.2.21	Week 2 WB 29.2.21
Monday	11.20-12.20pm	Year 11 Science (JFL, TMC, JMC, ACA , THO , RMC, DCO, ALL)	Year 11 Science (JFL, TMC, JMC, ACA , THO , RMC , DCO , AAL)
	12.20-1.20pm	Year 10 Maths (RSP , JCL/GEV, JSM, RHI)	Year 10 Maths (RSP , JCL/GEV, JSM, RHI)
Tuesday	10.00-11.00am	Year 10 B Comp Sc (PMI) Year 10 B History (JNI) Year 10 B Spanish (LDU)	Year 10 B Comp Sc (PMI) Year 10 B History (JNI)
	11.20-12.20pm	Year 11 C PE GCSE (CLE, SLU) Year 11 C Music (APO)	Year 11 C PE GCSE (CLE, SLU) Year 11 C RE (NHA)
	12.20-1.20pm	Year 11 A Comp Sc (PMI) Year 11 A Geography (JST) Year 11 A History (RGW)	Year 11 A Comp Sc (PMI) Year 11 A History (RGW) Year 11 A Spanish (KLY) Year 11 A Food Tech (AWA)
Wednesday	10.00-11.00am	Year 11 B History (RGW) Year 11 B Drama (GBA)	Year 11 B History (RGW) Year 11 B Art (AFE) Year 11 B Drama (GBA)
	11.20-12.20pm	Year 10 A French (LJO) Year 10 A RE (NHA) Year 10 A History (AST) Year 10 A Sports Science (JPO) Year 10 A GCSE PE (SLU) *Year 11 C Geography (JHE) *Year 11 B Geography (LBR)	Year 10 A Geography (JST) Year 10 A History (AST) Year 10 A Sports Science (JPO) Year 10 A GCSE PE (SLU)
	12.20-1.20pm	*Year 11 C Art (SSH)	*Year 10 B Geography (JHE)
	2.00pm-3.00pm		Year 11 B Spanish (CLL)
Thursday	10.00-11.00am	Year 10 C Geography (JST) Year 10 C History (JNI) Year 10 C RE (MTA)	Year 10 C Geography (JST) Year 10 C History (JNI)
	11.20-12.20pm	Year 11 English (JTA, CBA, GCU, NGI , EPI)	Year 11 English (JTA, CBA, GCU, NGI , EPI)
	12.20-1.20pm	Year 10 Science (JFL, TMC, JMC, ACA , THO , RMC, DCO, AAL) *Year 11 B RE (MTA)	Year 10 Science (JFL, TMC, JMC, ACA , THO , RMC, DCO, AAL)
	2.00pm-3.00pm	*Year 10 C French (CLL)	
Friday	10.00-11.00am	Year 10 English (EPI , GCU, JTA, NGI , CBA, GCU)	Year 10 English (EPI , GCU, JTA, NGI , CBA, GCU)
	12.20-1.20pm	Year 11 Maths (NMU, RSP, GEV, JSM, JCL)	Year 11 Maths (NMU, RSP, GEV, JSM, JCL)

*shows a lesson that is not normally timetabled on that day but has been moved to facilitate the teacher taking the session