**Guidance for Pupils**

**Good morning everyone and welcome to your Virtual School. We are disappointed that you cannot be in school and will miss teaching you but it is very important for the safety of our whole community that you work from home. This guidance is to help you continue to learn whilst staying safe and well.**

**Staying Safe**

* We want all of you back at school in one piece when we re-open;
* Remember that this is NOT a school holiday;
* You should follow any instructions given by the government about where you can and can’t go whilst away from school;
* [**CBBC Newsround**](https://www.bbc.co.uk/iplayer/episodes/b006mdbc/newsround) is a good place to find out the latest advice – 4pm on CBBC or watch on [**iPlayer**](https://www.bbc.co.uk/iplayer/episodes/b006mdbc/newsround).

**Social Responsibility**

* COVID-19 (coronavirus) is most harmful to older people; children and young people can catch it but the symptoms may not always be as severe;
* This does NOT mean that you can ignore advice as you can carry the disease and easily spread it to members of your family, friends or teachers who may become seriously ill;
* You can help to control the spread of the virus by following advice to limiting the amount you go out, avoiding large groups, and reducing time in public places;
* It is the responsibility of ALL of us to do this;
* A small number of you have parents who will need to go to work as they have jobs in healthcare or other key jobs. This means you might need to come in to school but **the clear message is if you CAN stay safely at home you should.**

**Advice from the NHS on staying at home**

[Coronavirus stay at home advice | NHS](https://www.youtube.com/watch?v=isTGA_UHH-E)

**BBC – How does the virus spread?**

[Coronavirus: Watch how germs spread](https://www.bbc.co.uk/news/av/health-51637561/coronavirus-watch-how-germs-spread)

**Looking after your family**

* This is a worrying time for both young people and adults;
* You can make it easier by offering to help out at home, for example by doing housework or playing with younger siblings;
* It is especially important that we look after older people. Unfortunately, this might mean not seeing older family members for a period of time;
* Keep in touch with family members who don’t live with you through your devices (e.g. family FaceTime calls).

**Wellbeing**

We have talked a great deal this year about looking after your mental health. Please continue to try the five ways to wellbeing that MIND recommend. Stay connected; learn something new; take notice; give and be active. If you are worried contact any of your teachers by email and they will let the pastoral staff know. They will be in touch with you. Some useful websites:

* <https://www.mind.org.uk/media/4220803/five-ways-to-wellbeing_poster.pdf>
* <https://student.kooth.com/>
* <https://www.annafreud.org/what-we-do/anna-freud-learning-network/coronavirus/>

**Online Safety**

* The internet is a brilliant place to connect with others, especially during long periods of time at home and away from friends;
* But make sure you take the usual sensible precautions: don’t engage with people you don’t know in real life, don’t share anything you wouldn’t want sharing further, and don’t give in to pressure;
* If you’re worried about anything you see online, talk to a parent or carer.
* You can find more information at the OLCC Digital Leaders page on Facebook or on our website. <https://www.olcc.lancs.sch.uk/page/?title=Online%26%23160%3BSafety&pid=81>

**Reading**

* Reading is something we consider to be very important;
* This still applies during the school closure;
* We expect all students to do a minimum of 30 minutes of reading during every school day;
* You can find some suitable books here: [**https://www.researchify.co.uk/audiobooks.html**](https://www.researchify.co.uk/audiobooks.html);
* World Book Online has a collection of over 3,000 e books and audiobooks available for free for you to access at home: [**worldbook.kitaboo.com**](https://worldbook.kitaboo.com/reader/worldbook/index.html?usertoken=Mjk5MzQ6MTpJUjA5MjAxNjoyOmNsaWVudDE2OTc6MTY5NzoyMjE2Mjg4OjE6MTU4NDM4MDExMzA2Mjp1cw==);
* Scribd is offering a 30-day free membership that allows you to enjoy an unlimited amount of books and audiobooks: [**https://scribd.com/**](https://scribd.com/);
* The app Borrow Box also has e books available.
* We will send you suggestions of books you may enjoy.

**Use of Email**

* You will be able to contact your teachers via email if you need help with the work they have set for you or are worried about something;
* Please be polite – write an email to a teacher in the same respectful way that you would speak to them in person (Sir / Miss, etc);
* You should only email your teachers during the normal school day, and you should not expect them to reply immediately!

**Learning matters**

* We expect all work set by your teachers to be completed;
* The work will help you consolidate your learning so far. Just because it may be familiar does not mean you don’t have to do the work set. The teachers are trying to help you learn it better.
* All work should be completed either online (e.g. Hegarty Maths) or if required to work on paper it should be presented to the same high standards expected in lessons – title (underlined), date, neat writing;
* Your teachers expect you to complete all work to a high standard.
* Please make a record of the title of the work you complete at home every day in your planner. This helps your parents see what you have done and to help you feel good about your achievements each day.

**Preparing to study from home**

* Find a quiet place to work and get all your equipment together;
* Turn off your social media apps;
* Rachel will send out the prayers each day and you are encouraged to start your day as we do at school in a time of quiet.
* Work set by your teachers will be accessed via Microsoft 365. Instructions of how to access this are found here. <https://www.olcc.lancs.sch.uk/page/?title=Office+365+Student+email%2FOnline+Class+Delivery+info&pid=129>
* You will be set tasks regularly by your subject teachers;
* The expectation is that you complete three hours of schoolwork each day. That will include some mathematics work and English work every day and the other subjects across the week;
* If you are in Year 10 your teachers may contact you for a virtual lesson using Teams as we showed you on Friday. Please engage at this time, it is good to connect with your class mates and teacher;
* You should also try to get some exercise every day. You could try the Joe Wicks lessons that your PE teachers will let you know about.

**Suggested routine**

It is important you try to create a routing for yourself. Below is a suggested routine that may get you started.

|  |  |
| --- | --- |
| **Before 9am** | **Wake up and get ready for the day** |
| **9.30** | **Prayer/reflection** |
| **9.45** | **Academic work** |
| **10.45** | **Exercise** |
| **11.15** | **Break** |
| **11.30** | **Academic work** |
| **12.30** | **Lunch** |
| **13.00** | **Academic work** |
| **14.00** | **Free time- read a book, watch a film, be creative** |

**Useful websites**

* Seneca [**www.senecalearning.com**](http://www.senecalearning.com/) (all subjects)
* Bedrock [**app.bedrocklearning.org**](http://www.cardinalallen.co.uk/app.bedrocklearning.org) (vocabulary)
* Hegarty Maths [**www.hegartymaths.com**](http://www.hegartymaths.com/) (maths)
* BBC Bitesize [**www.bbc.co.uk/bitesize**](http://www.bbc.co.uk/bitesize) (all subjects
* Times Tables Rock Stars <https://play.ttrockstars.com/>