



SST/NSM

29 May 2020

Dear Parents and Carers,

I am writing to you in relation to our revised Term 5 learning offer at Brooke Weston Academy. Although we are looking to re-open schools from 15th June 2020 to Year 10 and 12, along with critical worker and vulnerable students, we are clear that this will not take the place of **online learning**. As such it is incredibly important that all students engage with online learning this Term, and following on from the parental survey, we have updated our Teaching and Learning online procedures as outlined below.

Online learning

Until further notice, or guidance from the DfE, Brooke Weston Academy is going to continue to support students through online learning and Teams. We recognise the challenge our students and families face in continuing to learn from home and want to thank you for all you are doing.

In our recent parental survey the following comments were made:

- ◆ The need to understand what students are learning
- ◆ The need to streamline the curriculum to be manageable
- ◆ The need to have more contact from school and teachers
- ◆ The need for feedback on work set by teachers

Following this feedback we have decided to make some changes to better support students and parents.

- ◆ Term 5 curriculum overviews will be uploaded to the website so you can easily see what learning will take place in each subject and what assignments are being set
- ◆ Student timetables will be streamlined to ensure they are manageable
- ◆ Tutor and teacher contact will increase, including a parental meeting, tutor times and more recorded lessons
- ◆ Teachers will provide feedback to students individually or as a class in line with the Academy feedback policy

It is therefore essential that we make changes to the online policy; in turn, the expectation on students working will increase for Term 5. To support this, a curriculum team will be introduced and they will make regular contact with you if students are not working. It is essential as we enter the last term of 2019-20 that we re-engage all students and continue learning.

The following outlines the online learning that your child will experience:

1. There will be an introduction to each lesson by subject teachers who will explain the expected outcomes and the details of the assignment.
2. Content of the lesson may be narrated resources by the teacher, or online packages such as Oak Academy, BBC Bitesize, Hegarty, etc.
3. Assignment(s) will be set based on the content of the lesson. This could include:
 - a. Comprehension questions or examination style questions
 - b. Creative activities
 - c. Pre-reading for a future lesson
 - d. Extension work
 - e. Student self-guided learning

4. The lesson introduction and instructions will be available on Teams on Monday mornings at 8am and students will be able to return to this as many times as they need to support their learning
5. Assignments will be set in Teams and/or on the online package and these will be due on the Friday evening of that week, although functionality to submit will extend to Sunday evening
6. The teacher will monitor the assignments and provide feedback appropriate to activities.
7. Students that have not submitted work by the end of the week will be contacted in the following week by a member of the curriculum team.

In summary, Microsoft Teams will continue to be the main platform for student learning, with tasks set for all students for the week on Mondays and a submission deadline for the work on Friday evenings. There will be one assignment for each subject that will cover the whole week and this will be launched through a video each week explaining the tasks.

On Monday 1st June 2020, an assembly will be launched to all students to clearly communicate these changes and the expectations surrounding learning from home and engaging with assignments. This assembly will also be available to parents and carers in the online curriculum area on the school website:

<https://www.brookeweston.org/page/?title=Online+Curriculum&pid=219>

Student timetables will be streamlined to ensure they are manageable:

To ensure that timetables and student work is more manageable we have not only reduced the frequency of assignments, but we have also created new timetables for each year group. The timetables should be seen as a guide to follow to structure the working week, but as long as work is completed for the Friday deadline, students can choose to work on subjects, and at times, most convenient to the household. All work for all subjects will be available at the start of every week. The weekly curriculum for each year group is available for parents and carers to see in a single document in the online curriculum area on the school website:

<https://www.brookeweston.org/page/?title=Online+Curriculum&pid=219>

Year 7 and 8 – Term 5 Timetable

In the timetable below for example, a student in Year 7 would expect to complete one hour of English, one hour of Maths, one hour of Science and one hour of either French or Spanish on Monday.

	Subject	Hours per subject/day
Monday	English, Maths, Science and either French <i>or</i> Spanish	1
Tuesday	Geography, History, BPE and CPD	1
Wednesday	English, Maths, Science and either French <i>or</i> Spanish	1
Thursday	Art, D&T, PA and PE	1
Friday	English, Maths, Science and either French <i>or</i> Spanish	1

Year 9 – Term 5 Timetable

In regards to Year 9, as students have selected their final GCSE options, we will continue teaching this from September once they have been regrouped and staff timetables updated. The GCSE course is 2 years in length and therefore students will be able to complete this in year 10 and 11. If students would like to continue working on this, staff are still posting wider reading, tasks and activities into their Teams sections, although there is no allocated time below.

Year 9 – Term 5 Timetable

	Subject	Hours per subject/day
Monday	English, Maths and Science	1
Tuesday	Either French or Spanish and either Geography or History	1.5
Wednesday	English, Maths and Science	1
Thursday	Either French or Spanish and either Geography or History	1.5
Friday	English, Maths and Science	1

Year 10 – Term 5 Timetable

A student in Year 10 would complete two hours of a subject in option C (such as RE or Business Studies) and two hours of either History or Geography on Tuesday.

	Subject	Hours per subject/day
Monday	English, Maths, Science and either French or Spanish	1
Tuesday	One option subject and either Geography or History	2
Wednesday	English, Maths, Science and either French or Spanish	1
Thursday	One option subject and either Geography or History	2
Friday	English, Maths, Science and either French or Spanish	1

Year 12 – Term 5 Timetable

The structure for Year 12 students is slightly different due to the reduced number of subjects studied. Students should spend three hours per subject each week engaging with the content delivered with a further two hours per subject on assignments set. An example could be that a student completes three hours of Geography work on a Monday, three hours of Biology on a Tuesday and three hours of Maths on a Wednesday, with Thursday and Friday being set aside for any assignments.

	Subject	Hours per subject/day
Monday	Option A, B, C, D or E	3
Tuesday	Option A, B, C, D or E	3
Wednesday	Option A, B, C, D or E	3
Thursday	Complete assignments	1
Friday	Complete assignments	1

School/Teacher/Tutor contact

To further improve school contact we will be doing the following during Term 5, beginning 1st June 2020:

- ◆ Students will get a weekly message on Teams asking them how they are and a response will be required. Their responses will go to their tutor and our student care teams who will check in on them when required.
- ◆ Parents/students will be invited to a virtual parental meeting with details to be sent out early next Term.

- ◆ Tutors will increase their contact with students through a weekly tutor time session and attendance is required. Tutors will be in touch with their tutees to confirm the date and time of this tutor time.
- ◆ There will also be a weekly assembly for all students and will be posted in Teams.

We know that these measures will further support the progress and well-being of each student, and we look forward to seeing the progress each student makes next term.

Curriculum and IT Support

A working computer and internet is essential to online learning. If you are having issues with this however, we have provided the following support:

- ◆ For Key Stage 3 (Year 7 and 8) we have a student booklet for working at home which has been sent to you through the post.
- ◆ For Year 9, 10 and 12 we have been supporting families by loaning them a laptop. If you require this support please contact ITStudentSupport@brookeweston.org.

Conclusion

I want to finish by thanking you again for your fantastic support to both myself and the staff at Brooke Weston Academy over this time. We have received so many lovely comments from parents which make a real difference. Please look after yourselves and your families during this uncertain time and we are looking forward to seeing all of our students back in Brooke Weston Academy as soon as is possible.

Yours sincerely



Shaun Strydom
Associate Principal