



Remote Learning Guidance for Pupils



If you are well but unable to come into school (or the school is closed), you should continue your learning online following the steps below.



Homework

Homework should be completed outside of school hours by all pupils. **All homework is set via SatchelOne.**

View the homework calendar without logging in by visiting www.sandhillview.satchelone.com and filter by your year, subject, teacher and class to access your homework.

You can also log in here www.satchelone.com/login (the first time you log in you will need a PIN code from your teacher, after that you can log in with your email address). By logging in you can access your homework more easily, complete quizzes, and upload a file or photo of your work for your teacher to give feedback on.



Classwork

We recommend you complete classwork at the times during the day when you would usually have subjects on your school timetable. Remember to take your break times too!

Tasks set will follow the same content as is taught in lessons in school and will be completed on Seneca Learning, Mathswatch or Microsoft Teams. Paper based work can be given on request (please arrange this via your Head of Year).

Seneca Learning

- ▶ You will get a class code from your teacher for Seneca, so your teacher can set work and see work you've completed. If you don't know your classcode you can still complete work for all your subjects. You can log in directly via <https://app.senecalearning.com/login>

Microsoft Teams

- ▶ Go to www.microsoft.com/en-gb/microsoft-365/microsoft-teams and sign in:
 - Your username is your school network username followed by @sandhillview.comThis will usually be:
 - o **YearInitialSurname**@sandhillview.com
 - o **or Example: 2016BTaylor@sandhillview.com**
 - Your password is the same as the password you use to log in to the school network
- ▶ The majority of the work your teachers set will include acquiring new knowledge, skills or understanding and then demonstrating, consolidating or applying it to certain situations. Some work will be completed online and other work may be more project based, or written down.
- ▶ You should submit completed work by uploading it (or a photo of it) into the correct place (such as Microsoft Teams), labelled with the task and the date - instructions for how work should be submitted will be given in the Teams task. **Please do not email work or direct links to your teachers.**
- ▶ You may be asked to respond to feedback once the work has been marked by your teacher. Teachers will inform you, through Teams, which pieces of work will be assessed and how (for example, by submitting online, or later once school has reopened).
- ▶ If you need to talk to someone about a problem or concern whilst at home, please email info@sandhillview.com, and put either your Head of Year or another member of staff's name at the top of the email, e.g. FAO Mrs Wright, Head of Year 7

Finally, if you have any questions about your learning, you can communicate easily your teachers via messages on Microsoft Teams or SatchelOne.

