

# Mercia School

## Working At Home

*April 2020*



## **1. Thank you**

First and foremost, we wish to thank you all for your support and kind words during this difficult period. Our staff have been heartened by the kind comments of parents/carers. We will continue to do all we can for your children.

After the Easter holidays, we are closed to all pupils. For pupils of key workers and vulnerable pupils, places are available at the local hub school at Newfield School, Sheffield. Mercia senior leaders will work with other senior leaders at Newfield and be on hand to look after pupils who need it.

## **2. Working from Home**

We are committed to working together to maintain as much continuity of education as is possible. Things will, however, be different. We will communicate regarding education via our school website. Updates and reminders will be given on our social media pages.

*All work can be found here (steps to access are at the end of this document):*

<https://www.merciaschool.com/news/?pid=3&nid=1&storyid=39>

*Facebook page:*

<https://www.facebook.com/MerciaSchool/>

*Twitter page:*

<https://twitter.com/MerciaSchool>

Teachers have already prepared booklets and made online preparations for pupils to learn at home. We recommend you look at each of these documents, reading through them with your child.

For most subjects, pupils need to continue to work through booklets as instructed until they are completed to a high standard (including high quality presentation). Once booklets are finished, pupils must work through the subject exercises on the school website. Every subject has published excellent work that must be completed whilst the school is closed.

Please note that the maths work is a combination of online and booklet-based work, please read the maths subject update for further clarity here:

<https://www.merciaschool.com/attachments/download.asp?file=176&type=pdf>

Pupils should complete the same amount of work as they would in a normal school day. This equates to a minimum of 5 hours subject work per day, plus at least 1 hour of reading. As parents and carers, we ask that you encourage and support your child's learning at home by providing an appropriate place to work, checking that they are engaging with the work set and it is completed by the end of each day.

It would be a huge shame if the gains we have made are lost during this difficult time. If anything, it is now time to work even harder!

Stay Home. Protect the NHS. Save Lives.

### **3. How will we stay in touch with you?**

#### **Contacting Senior Leadership**

If you need to contact any member of the senior team, we are of course available and happy to help. You can contact us here:

Staff	Role	Email
Mr D Webster	Headteacher	<a href="mailto:dwebster@merciaschool.com">dwebster@merciaschool.com</a>
Mr J Fisher	Deputy Headteacher	<a href="mailto:jfisher@merciaschool.com">jfisher@merciaschool.com</a>
Ms R Hollingsworth	Assistant Headteacher	<a href="mailto:rhollingsworth@merciaschool.com">rhollingsworth@merciaschool.com</a>

#### **Academic Enquiries**

Lines of communication are made clear in the Family Handbook and we would encourage you to have that document to hand. Academic enquiries over email to curriculum leaders will be answered, but we cannot guarantee that responses will be as timely as we would usually be able to manage. The emails of curriculum leaders at Mercia School are:

Subject	Staff	Email
English	Ms Hollingsworth	<a href="mailto:rhollingsworth@merciaschool.com">rhollingsworth@merciaschool.com</a>
Maths	Mr Brown	<a href="mailto:abrown@merciaschool.com">abrown@merciaschool.com</a>
Science	Mr Cottrill	<a href="mailto:scottrill@merciaschool.com">scottrill@merciaschool.com</a>
History	Mr Bannan	<a href="mailto:tbannan@merciaschool.com">tbannan@merciaschool.com</a>
Geography	Mr Dunn	<a href="mailto:ddunn@merciaschool.com">ddunn@merciaschool.com</a>
French	Mr Drury	<a href="mailto:bdrury@merciaschool.com">bdrury@merciaschool.com</a>

#### **Pastoral Enquiries**

Pastoral enquiries will be handled by the Mastery Tutors in the first instance. Concerns will be brought to the Senior Leadership Team if the issue cannot be resolved by the Mastery Tutor. In addition, Mastery Tutors will email and call periodically to ensure strong communication at this difficult time. Mastery Tutors contact details are here:

Staff	Mastery group	Email
Miss L Heritage	7A	<a href="mailto:lheritage@merciaschool.com">lheritage@merciaschool.com</a>
Miss C McKenna	7B	<a href="mailto:cmckenna@merciaschool.com">cmckenna@merciaschool.com</a>
Ms C Bolton	7C	<a href="mailto:cbolton@merciaschool.com">cbolton@merciaschool.com</a>
Mr J Berry	7D	<a href="mailto:jberry@merciaschool.com">jberry@merciaschool.com</a>
Mr J Jewell	7E	<a href="mailto:jjewell@merciaschool.com">jjewell@merciaschool.com</a>

Staff	Mastery group	Email
Ms L McKevitt	8A	<a href="mailto:lmckevitt@merciaschool.com">lmckevitt@merciaschool.com</a>
Mr B Drury	8B	<a href="mailto:bdrury@merciaschool.com">bdrury@merciaschool.com</a>
Mr D Dunn	8C	<a href="mailto:ddunn@merciaschool.com">ddunn@merciaschool.com</a>
Miss R Ellis	8D	<a href="mailto:rellis@merciaschool.com">rellis@merciaschool.com</a>
Mr T Bannan	8E	<a href="mailto:tbannan@merciaschool.com">tbannan@merciaschool.com</a>

#### **4. Summary: Working at Home**

##### **Pupils:**

- ⇒ Check the website work regularly – it is constantly being updated.
- ⇒ Follow their timetable each day (attached) and carefully read the work being set and following instructions as directed by subject teachers
- ⇒ Ensure work is completed to the expected high standard in terms of quality, quantity and presentation
- ⇒ Use the printed resources provided already, alongside the online resources highlighted.

##### **Parents:**

- ⇒ Should be aware of this 'Work at Home' plan and their child's timetable
- ⇒ Should encourage and support their child's learning at home by providing an appropriate place to work, checking that 5-6 hours of work is completed by the end of each day and ensuring the timetable is followed correctly
- ⇒ Should contact Mastery Tutors about any concerns relating to their child's welfare
- ⇒ Should contact Curriculum Leaders/Senior Leaders about any concerns relating to academic progress

#### **5. Frequently Asked Questions**

##### **a. Will the school provide work for my child to be doing while the school is closed?**

Yes. Teachers have created work booklets and online documents for completion. Teachers will be in contact via email/phone regularly. Pupils and parents should not expect teachers to deliver content over Skype, YouTube, Social Media or through remote 'chat' facilities. Feedback may be provided by maths teachers via "Hegarty Maths".

##### **b. How will the school be contactable?**

Teachers will email parents/carers who will update the teachers on their child's progress. Parents can contact their child's mastery teacher through email.

##### **c. How much work should my child be completing during this time?**

Teachers have set a significant amount of work and will continue to update the website. Booklets already provided and Easter homework posted provides plenty to get along with. Simply put, around 5-6 hours a day of work at home. Clearly, they will have more flexibility around when that happens, but we would encourage them to maintain similar work hours to the existing school day.

##### **d. Will work that students produce during this time be marked or assessed?**

Where possible teachers will provide feedback. Pupils should bring all booklets and other work in to school when we return. Providing feedback remotely is not as easy as it is in person, so we ask for your patience and understanding in this area.

##### **e. Will I be expected to print off electronic resources?**

No task will be dependent on home printing. Teachers will provide paper-based resources in the main. However, there will be online instructions that you may wish to print to help your child.

**f. I am unsure what work my child should do. Who do I contact?**

Before contacting teachers, please make sure that your child is following the instructions they have been given and have closely read the instructions on the school website/inside the booklets. If your child is stuck, please email the relevant curriculum leader or mastery tutor.

Should you not receive a response within two working days, please feel free to repeat, but we will be giving staff time off in lieu of their Easter break and we know some colleagues will be affected themselves.

**g. My child is becoming very worried and anxious. I'm concerned about their well-being. What can I do?**

In this instance, please email the Senior Team and we will call you directly to assist and advise.

**6. Keeping Children Safe:**

**External agencies who can help**

Whilst we are off school, if you have any safeguarding concerns about your own child, or any other, these numbers may be of use:

Agency	Number
Safeguarding Children Advice Line	Tel: 0114 205 3535
Child Protection Enquiry Team (out of office via Healthcall)	Tel: 0114 273 5655 / 205 3714
Sheffield Children's Safeguarding Partnership.	Tel: 0114 273 4450
Social Services Child Protection Co-ordinators: Fax: 0114 273 4628	Tel: 0114 273 4934
Child Protection Advisers:	Tel: 0114 226 2138/39/40/41/42/43
NSPCC Child Protection Helpline:	Tel: 0808 800 5000
Parentline Plus:	Tel: 0808 800 2222
Careline (confidential crisis telephone line for children, young people and adults):	Tel: 0208 514 1177
Childline:	Tel: 0800 1111
Police:	In an emergency, ring 999. To raise a concern that is not urgent, ring 111

**Mental Health Support**

Mind have created a guide for people to advise them on ways of managing our mental health during a virus outbreak. Please see link to the guide below:

<https://www.mind.org.hk/wpcontent/uploads/2020/02/ResponseCoronavirusENG6.2.2020-.pdf>

## Accessing work on the website



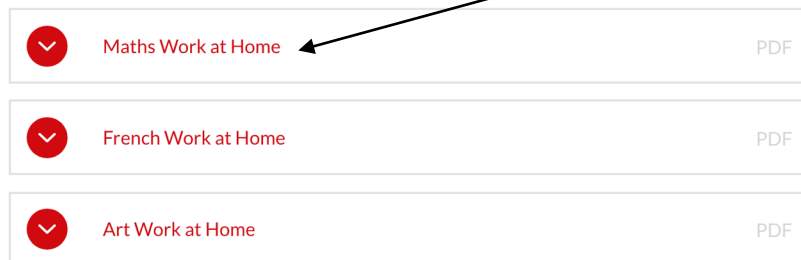
### Step 1:

Click on the banner that says “Updates for Parents and Pupils”. This will take you on to the page where pupil work is stored.

### Pupils & Working at Home:

Whilst at home, pupils must continue to work hard. It is vital that the extra work booklets, handed out or posted this week, are completed to a high standard. Furthermore, we will be posting a homework booklet to homes and there is advice/tasks from subjects leaders below to ensure all pupils are still learning whilst they are not in school. It is vital pupils stay in clear routines and habits. Pupils should follow their timetable as normal.


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### Step 2:

Scroll to the bottom of the page. Work is sorted by subject. Click on the PDF that you want to work on .

Additional History Work  
Mercia School  
March 2020



- Additional Booklets provided**
  - Complete the 'Extra work booklet' provided by the history department.
  - Complete the history exercises in the 'Homework' booklet posted out by the school over the Easter Holidays.
- Previous booklets**
  - Find all of your previous booklets and put them in chronological order.
  - Complete all self-study quizzes at the end of booklets, lots of these are blank and will help remind you of key knowledge from previous units.
  - Re-read the lesson texts. Can you remember the stories?
  - Complete any multiple-choice quizzes that are blank (there may be one or two!)
- Fact filing the great individuals of the past**
  - Create a fact file about the following individuals: Julius Caesar, Alfred the Great, William I, Henry II, Richard I, John I, Henry V, Henry VIII, Mary I, Elizabeth I, Charles I, Oliver Cromwell, Charles II, George III, The Founding Fathers of the USA
  - Include Dates of reign, key facts, key events during their reign, significance (and anything else!)
- Using the website 'Sporcle' - test your historical knowledge (repeat quizzes until you are 100% correct)**

<https://www.sporcle.com/games/category/history>

Search for:

Year 7	Year 8
Ancient wonders	Monarchs of England
Emperors of Rome	Original 13 colonies
Monarchs of England	USA 50 states
UK History Bunker	UK history bunker
Famous Females!	Famous Females!
- Using BBC Bitesize**
  - Visit these pages and make notes in your notebooks. Focus on the topics we have studied, secure your knowledge!

<https://www.bbc.co.uk/bitesize/subjects/zk26n39>

### Step 3:

Read the tasks created by the subject teams. Work through as much as you can. Some of the work involves old booklets so have them organised and ready.