



From Heads of Faculty

1 May 2020

Dear Parents, Carers and Students,

Please see below for key contacts, next week's virtual learning timetable and an update on feedback and communication during the school closure.

Key contacts for parents, carers and students

Faculty Leaders: Please email faculty leaders if you have questions about your child's subject work during a closure.

English	Phoebe Mortimer	pmo@cheney.oxon.sch.uk
Maths	Saima Hussain	shu@cheney.oxon.sch.uk
Science	Ben Preston	bpr@cheney.oxon.sch.uk
Humanities	David Twycross	dtw@cheney.oxon.sch.uk
PE	Emma Hart	eha@cheney.oxon.sch.uk
Creative Arts	Alexa Cox	aco@cheney.oxon.sch.uk
Languages	Sophie Reynes	sr@cheney.oxon.sch.uk
Design Technology	Emma Garden	ega@cheney.oxon.sch.uk

All staff contact details can be found on the school [website](#).

Pastoral Teams

Year 7	Tom Haines and Becky Robson	thn@cheney.oxon.sch.uk rro@cheney.oxon.sch.uk
Year 8	Lee Fieldwick and Andrew Olubodun	lfi@cheney.oxon.sch.uk aol@cheney.oxon.sch.uk
Year 9	Ann Blair and Manjula Pillay-Sayers	abl@cheney.oxon.sch.uk mps@cheney.oxon.sch.uk
Year 10	Pauline O'Donnell and Andy Ransome	pod@cheney.oxon.sch.uk ar@cheney.oxon.sch.uk
Year 11	Rachel Clear and Tom Stacey	rcl@cheney.oxon.sch.uk tst@cheney.oxon.sch.uk
Years 12 and 13	Sarah Warbrick and Kate Hackett	swr@cheney.oxon.sch.uk kh@cheney.oxon.sch.uk

SEND, Cheney Plus and Alternative Provision	Richard Coombs, Susie Lopez, Justin Heenan, Mark Blencowe	rco@cheney.oxon.sch.uk slo@cheney.oxon.sch.uk jhe@cheney.oxon.sch.uk mbn@cheney.oxon.sch.uk
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Virtual Learning: student access and participation

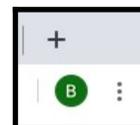
Here is the timetable for virtual lessons for next week. Teachers will use Show My Homework to post a link to a virtual lesson on a Google Meet or an uploaded video. Teachers have been asked to share the link to the virtual lesson or the uploaded video as an 'assignment' on Show My Homework on the morning of the day the lesson is due to take place. **Please contact the relevant Head of Faculty if you have any questions.**

Timetable w/c 4th May (Week 5 of school closure)					
Please note staff unavailable for virtual lessons this week: Mr Magagula					
	Monday 4th May	Tuesday 5th May	Wednesday 6th May	Thursday 7th May	Friday 8th May
Yr 7 Morning (10 am) 15-30 minutes	English	Maths	PE	Languages	Bank Holiday
Yr 7 Afternoon (1 pm) 15-30 minutes	Art	Music	Science	Computing	Bank Holiday
Yr 8 Morning (10.30 am) 15-30 minutes	Humanities	English	Maths	PE	Bank Holiday
Yr 8 Afternoon (1.30 pm) 15-30 minutes	Assembly/ Tutor	Art	Music	Science	Bank Holiday
Yr 9 Morning (11 am)	Assembly/ Tutor	PE	English	Maths	Bank Holiday
Yr 9 Afternoon (2 pm)	OPTIONS (K) 9K/Ar1; 9K/Ls1; 9K/Bu1; 9K/Dr1; 9K/Dr2; 9K/Df1; 9K/Hi1; 9K/Mu1; 9K/Mt1; 9K/Dp1; 9K/Pg1; 9K/Dx1	OPTIONS (L) 9L/Ar1; 9L/Ar2; 9L/Ls1; 9L/Bu1; 9L/Dr1; 9L/Df1; 9L/Gg1; 9L/Hi1; 9L/Hi2; 9L/Sp1	OPTIONS (M) 9M/Ls1; 9M/Bu1; 9M/Df1; 9M/Fr1; 9M/Fr2; 9M/Gg1; 9M/Hi1; 9M/It1; 9M/Sp1; 9M/Sp2; 9M/Pg1	OPTIONS (N) 9N/Ls1; 9N/Cm1; 9N/Fr1; 9N/Fr2; 9N/Gg1; 9N/Gg2; 9N/Ge1; 9N/Hi1; 9N/Hi2; 9N/It1; 9N/Pg1; 9N/Ws1	Bank Holiday

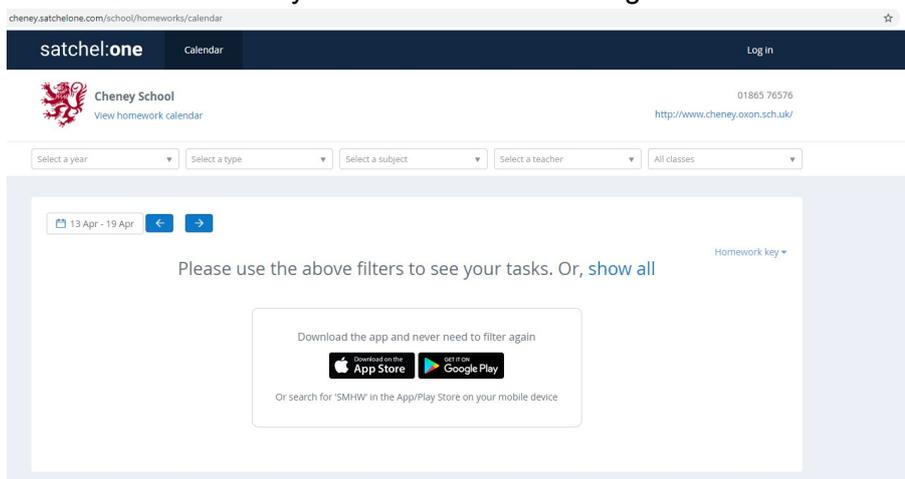
Yr 10 Morning (11.30 am)	Science	PE	Assembly/ Tutor	English	Bank Holiday
Yr 10 Afternoon (2.30 pm)	OPTIONS (H) 10H/Gg1; 10H/Hi1; 10H/lc1; 10H/Ge1; 10H/Fr2; 10H/Fr1; 10H/Ls1; 10H/Df1; 10H/Sp1; 10H/Dr1; 10H/Dr1	OPTIONS (I) 10I/Bu1l; 0I/Gg1; 10I/Gg2; 10I/Ar1; 10I/Pg1; 10I/Hi2; 10I/Hi1; 10I/Dr1	OPTIONS (J) 10J/Pg1; 10J/Ar1; 10J/Mt1; 10J/Gg1; 10J/Hi2; 10J/Hi1; 10J/Dp1; 10J/As1; 10J/Bu1; 10J/Mu1; 10J/lc1	OPTIONS (K) 10K/Sp1; 10K/Hi1; 10K/Df1; 10K/Dr1; 10K/Bu1; 10K/Dx1; 10K/Dp1; 10K/Ls1; 10K/Ar1; 10K/Sp2; 10K/Fr2; 10K/Fr1	Bank Holiday

Year 12: these are now taking place weekly. Your subject teacher will contact you.

1. [Log on to RM Unify](#). This is because you must use your school email address to access the online lesson. (If you are using Google Chrome, it is a good idea to log into Chrome using your RM Unify details, by clicking in the coloured circle in the top right)



2. Go to Show My Homework and either log in or use the filters to find your class.



3. Open the 'task' and click on the link to 'Join Meet' just before the start time:

Mrs L. Marsh set this assignment for group - English

Set on Mon 27 Apr

Due on Invalid date

Draft Task description

Here is the link to our Googlemeet Lesson. It starts at 11.30 on 27th April. Please remember to keep your microphone turned off until you are invited to ask a question or contribute:

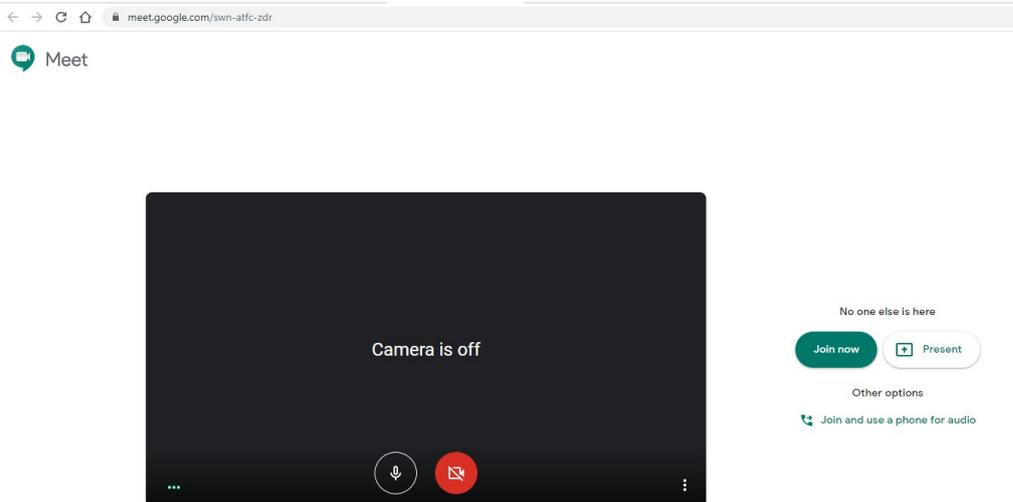
[Join Hangouts Meet](#)

meet.google.com/swn-atfc-zdr

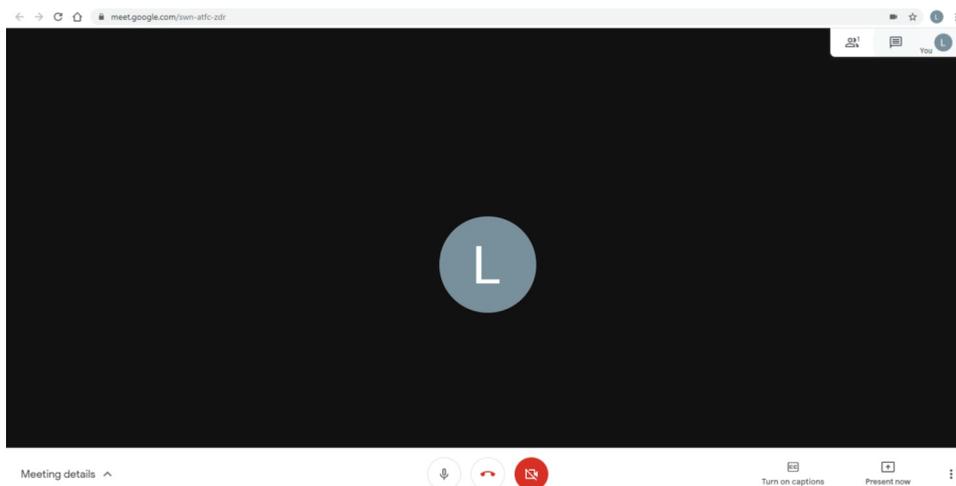
Other information

- This homework will take approximately 30 minutes

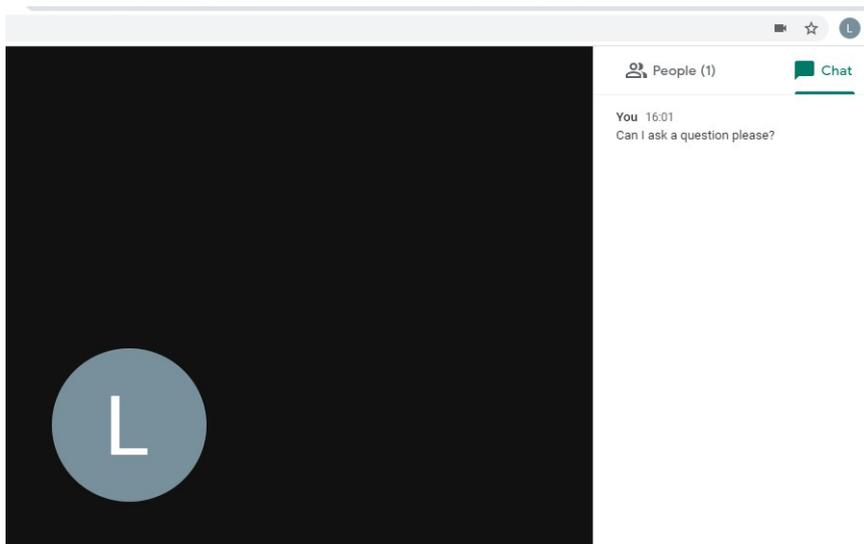
4. When you click on the 'Join Meet' link you should see something like this. Notice that you can click on the microphone icon to turn it On and Off. You can also click on the camera icon to turn it On and Off. Turn your camera and microphone off.



5. Click 'Join now' when you are ready. Your teacher may need to 'Admit' you. Just be patient. Your initial should appear in the middle of the screen. You will also see a 'Chat' option in the top corner.



6. If you click on the 'Chat' option you should see a box along the side of the screen. You can use this to type "Q" if you want to ask a question but please don't use it just to chat with others while your teacher is working with you.



7. When the lesson is over, click on the red 'phone' icon in the middle of the bottom of the screen.



There is more guidance here: <https://support.google.com/a/users/answer/9282720?hl=en>

Need more help with home learning?

StarLine – a new home learning telephone helpline - is now live to support parents and carers nationwide. StarLine is available to parents and carers of pupils from all schools nationwide. Free, confidential advice is available six days a week by phoning the StarLine team on 0330 313 9162. For more information, visit www.starline.org.uk or follow @StarLineSupport on Twitter.

Marking and feedback during school closure 2020

Methods of providing feedback during school closure

- Issuing achievement points on Arbor
- Tutor praise during fortnightly calls, recommended by teachers
- Whole class feedback via email or SMHW or Google Classroom message
- Whole class feedback during weekly 'live' lesson
- Individual email or SMHW or Google Classroom message

Guidance for parents and carers

Our teachers will use a range of methods to provide feedback to students and to 'keep in touch' during this period of school closure, including phone calls, individual emails and whole class feedback messages. Teachers will be asking students to submit work regularly: sometimes this will be to ensure that work has been completed and so that teachers know what students have understood to inform the next stages of their planning, at others it will be so that individual feedback can be given and acted on by students.

Please see the below the outline of our approach to feedback for different subject areas. Frequency of feedback will vary according to the normal frequency of lessons and the number of classes for which each teacher is setting and receiving work.

Faculty	Feedback during closure
English	<p>The minimum communication you can expect from your English teacher is a whole class email every week.</p> <p>Students can expect feedback on the work they have submitted at least every three weeks. English teachers like to respond to every communication from students, but in many cases it will be a few days before they are able to do so. The longest a student will have to wait is five days, and their question may be addressed in the whole class email.</p>
Maths	<p>KS3 and KS4: Feedback to be given every 3 weeks, using SMHW to send a whole class message re: work that should have been completed. This will be done by each individual teacher to their classes. Extra work/extension tasks can continue to be sent to individual teachers for marking with a turn around of 5 days.</p> <p>KS5: Feedback to be given within 5 working days after each End of Topic assessment submission. Feedback will be given as a flexible task by your class teacher.</p>
Science	<p>All students will receive feedback at least once every three weeks. Teachers will select the best method, and this will often be in the form of “whole-class feedback” that the teacher will post on SMHW (making it clear this is not additional work for students to complete). The feedback may be on tests completed as part of the closure work, or on other tasks they have been assigned, including Educake quizzes.</p>
Humanities	<p>For KS3 and KS4 we will aim to provide feedback at least every three weeks. For Years 7 and 8 this will be linked to the cross-curricular projects that we are setting. The project will be marked by one of your child’s Humanities teachers. Therefore they will only receive feedback from that teacher. For Year 12 we will aim to provide feedback in our live lessons each week. In addition we will aim to mark work fortnightly. Feedback will be formative and students will be required to act upon feedback.</p>
MFL	<p>Each class will be asked to complete a piece of writing at least once every three weeks of closure. Usually, this writing will be done by hand to give exam practice. The work will be corrected and feedback will be given on ‘What Went Well’ and targets.</p>
DT	<p>All students will get feedback at least once every three weeks via virtual lessons, SMHW or Google classroom. For KS3 this will mostly be whole class feedback, with some possible bespoke comments. KS4 and KS5 will have more bespoke feedback. All feedback will be positive, with guidance on how to improve their work. The expectation will not be to re-do completed work for KS3. KS4 and KS5 may be expected to improve completed work.</p>
Creative Arts	<p>All students will get feedback at least once every three weeks via virtual lessons, SMHW or Google classroom. In KS3 feedback will be to the whole class, highlighting some good examples from the year group to highlight best practice. KS4 feedback will be more individual. Staff will continue to give general feedback about strengths of the work and areas for development. KS5 feedback will be through live sessions and direct messages to students. Improvements in response to feedback are expected at KS4 and KS5.</p>
PE	<p>Feedback will be given in weekly BTEC virtual lessons. At the end of the 3 week cycle of work, feedback will be given to an individual on SMHW.</p>

We do ask for patience and consideration from parents and students who have emailed with questions or who have submitted work and are waiting for feedback: many teachers will teach around 300 students, many have considerable caring responsibilities at home and some may have periods of illness. Also, because many teachers will have large numbers of students submitting work, please do not expect an email to acknowledge receipt of submitted work.

Parents and students can email teachers and we will try to respond to emails within 2 working days but it may take up to 5 working days for staff with very large numbers of students in their care or with significant caring responsibilities at home. If you have still not received a response after this time and are concerned, please contact the relevant Head of Faculty or Head of Year.

With best wishes,

Heads of Faculty

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