



Bridgewater
High School

**Self-Isolating
Student Handbook**

Introduction

You have been given this handbook because you are having to self-isolate or shield yourself or a close family member. It can feel very strange to be away from school when most of your classmates are in lessons, especially if you actually feel healthy and well. You might find yourself feeling more anxious, or worried that you are missing out on learning. You might feel lonely or left out because you can't physically socialise with friends. On the other hand, some of you might be really comfortable and enjoy learning remotely, particularly after all the practice you had during lockdown.

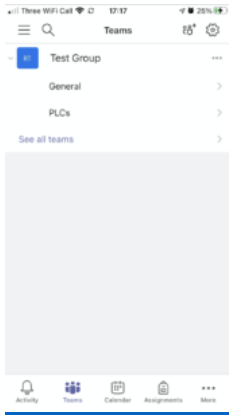
Whatever you are feeling about the situation, it is certainly not your fault and it is not within your control to change things so please try to stop worrying. You are doing the right thing in staying at home and we will support you fully. Try to see it as an opportunity to develop your independent study skills and aim to enjoy the challenge.

We want you to know that we are here for you, whether you need help with learning, additional support from teachers, or someone to talk to about worries or concerns. This handbook has been given to you so you have a clear idea of what you can expect from us and who you can get in touch with when you want to talk. Even though you aren't in the building, you are still one of us and we want you to feel a part of our community, even if you can't physically be with us day-to-day.

Accessing work

Work is now accessed through Microsoft Teams. You will have been emailed instructions for how to log in to Teams at the same time as receiving this booklet. Teachers will upload work to their class team at the start of each lesson. At this time, the pupils still in school will have been settled and given some kind of starter task while the teacher uploads the online work so please be patient if the work takes a few minutes to arrive. Further guidance on using Microsoft Teams can be found here: https://www.youtube.com/watch?v=gswhspF_E9c

The work will simply be found in the main Posts section for that Team but sometimes teachers may have placed it in a different Channel for tidiness. On a computer the Channels will be seen as a list down the left-hand side. On a phone click on the Team's icon to see the different channels (see image on next page):



Our Expectations

This is a school day and we expect you to treat it as such. This means avoiding distractions, completing all of the work set to the best of your ability and submitting work where it has been requested.

What if I am actually unwell?

We do not expect anyone to work if they are poorly so anyone who is feeling unwell must rest and get well again. Do not worry about school work.

Why do we have to do the Learning from Home if I'm only going to be away from school for a few weeks?

We want you to be in the best position for your learning when you return to us. We do not want you to feel behind and we want your learning to be at the same stage as other pupils in your class. We also believe that being stretched and challenged is good for your mental health.

Do I follow my usual timetable?

Yes. Your teachers will be setting your work at the same time as your lessons would be taking place so you will be able to access the same work as your peers in school. You may need to be patient at the start of a lesson whilst the teachers are uploading that lesson's content onto Microsoft Teams. It may take up to 15 minutes at the start of a lesson.

Routines

It is essential that you establish a working routine for yourself from Day 1 of Self-Isolation. You should:

- Get up by 8.00am, get washed and dressed and eat breakfast in readiness for a school day.
- Find a space where you can access a computer and engage with each task over the day.
- Negotiate use of your family computer if you are having to share. You may need to check briefly if there are any learning activities you can do without using the computer.
- Take your break and lunchtime at the same time you would if you were in school.

Do I have to complete my lessons in order?

Yes. You should work on your lesson at the same time that it would be delivered in school so teachers can respond to you if at all possible.

What if I am stuck?

If you are stuck and can't find an answer or if you do not understand the task, use Teams Chat at the same time as the lesson is taking place. If your teachers have capacity within the lesson, they will be able to respond with additional guidance there and then. However, this might not always be possible and they might have to make contact with you later.

In the meantime, use your common sense. Either move on to the next task, or do some self-quizzing on that subject using your knowledge organisers for that subject or even a little extra internet-based research.

How do I avoid distractions?

- Make sure the TV is off, your mobile phone away and that any social media or other distractions are also removed.
- Try to find a quiet space, this will help you concentrate and enjoy your learning more.

How should I organise my work?

If you are working on paper or sheets you have printed out...

- Add a date and subject to each piece of work
- Keep the work you have completed organised in separate folders or wallets for each subject so you can access them easily.
- Put your work in date order

If you are working on a PC/laptop...

- Make a folder for each subject and give it a name, English, Maths etc.
- Name each piece of work sensibly e.g. 'DT/Beat the flood lesson 2'
NOT.....'flooding again' or 'Untitled 1'- this will make it hard to find later if you need to refer to it.
- Put a date on each piece of work so you know when you completed it

Do I need to email or send in work to my teacher?

You do not have to submit *routine* classwork unless specifically instructed to do so in the lesson notes. However, teachers may set QMAs, tests or other more formal assessments from time to time and they will make it clear in the lesson notes that *these* tasks should be submitted for feedback / marking.

If you have particular questions you want to ask your teacher about the work, you should message the relevant teacher either via Microsoft Teams Chat or by email if you prefer.

What if my teacher is setting too much work for me to complete in the hour?

Remember, you will be completing the same work as the students in school so the expectation is that you should be able to complete it by the end of the lesson.

What if I finish before the end of the hour?

Again, you will be completing the same work as the students in school so the expectation is that you should have enough work to last you until the end of the lesson. If you are getting through the work too quickly, you may need to go back and add more detail to that particular session's work. You could message your teacher and ask what to do next. (Please be aware that they may not be able to respond to you immediately.) You could watch a related documentary on YouTube or pick an aspect of your studies that interests you and carry out further research into it. Perhaps you could use the time for some valuable Knowledge Organiser revision, remembering that just reading the material is not very beneficial; try testing yourself with Flash Cards, using Look, Cover, Write, Check, creating mind-maps, etc. Alternatively, consider any of the following:

- look on our website for instructions on how to borrow e-books from Bridgewater's own e-library. You can email our librarian, Mrs, Nash (j.nash@bridgewaterhigh.com) for more information on this.
- visit www.thesaurus.com or www.dictionary.com to widen your vocabulary.
- Explore the Books Trust website <https://www.booktrust.org.uk/> and in particular, look at their section on writing tips for teens : <https://www.booktrust.org.uk/books-and-reading/tips-and-advice/writing-tips/writing-tips-for-teens/>
- access a vast number of short stories aimed at high school students at <https://owlcation.com/academia/Very-Short-Stories-For-High-School>
- log on to mathswatchvle. Go to 'my progress' on the top right of the screen. You can then choose work you want to do using the filters. Another useful website is 'mathsgenie.co.uk'. Go to 'GCSE Revision' and complete the topic booklets. Check your answers using the solutions. There are videos to help you if you need them.

What if I am not able to access the learning activities?

If there is a reason that you cannot access the learning activities, for example, your computer had stopped working, do not panic. You can telephone school and we will tell you what the work is or arrange for paper copies to be delivered. You could also look back through your exercise book to see if there is any work you could improve. Try reading a book or watching a documentary on television. We want you to be as safe and as happy as possible so keep calm. At this difficult time, things may happen that interrupt your learning. We understand this and will make sure everybody has opportunities to catch up when the time comes for us to return to school.

Note to parents / carers : do I need to supervise?

This is absolutely your choice and it will very much depend on your own particular circumstances. While many may students work harder if an adult is watching over them, it is important that they learn to be self-disciplined enough to work independently. If you child has additional needs and you are concerned about how they will cope with remote learning, please get in touch our SENCO, Mrs. Sutcliffe (s.sutcliffe@bridgewaterhigh.com) who will be able to advise

Who else can I speak to if I need help?

For technical help, please email Mr. Eden (t.eden@bridgewaterhigh.com)

For subject specific help, please email your class teacher (their email addresses can be accessed here: <https://bridgewaterhigh.org/staff/>)

For safeguarding or student wellbeing, please contact :

- KS4 Mr. Malam (m.malam@bridgewaterhigh.com)
- KS3 Mr. Morrison (d.morrison@bridgewaterhigh.com)
- Either KS3 or KS4 : Mrs. Allen (f.allen@bridgewaterhigh.com)

For other, general queries or concerns, contact Mr. Jones, Deputy Head Teacher p.jones@bridgewaterhigh.com or for any pastoral matters, your PAM / PAL. See below:

	PAL	PAM
Y7	e.mitchell@bridgewaterhigh.com	p.norman@bridgewaterhigh.com
Y8	j.bennett@bridgewaterhigh.com	t.parry@bridgewaterhigh.com
Y9	c.dearden@bridgewaterhigh.com	j.howard@bridgewaterhigh.com
Y10	c.morrison@bridgewaterhigh.com	m.kueres@bridgewaterhigh.com
Y11	e.magee@bridgewaterhigh.com	j.mitchell@bridgewaterhigh.com

Heads of Faculty can also be contacted for subject-specific guidance / concerns.

Head of English	Miss J. Maunder	j.maunder@bridgewaterhigh.com
Head of Maths	Miss C. Beswick	c.beswick@bridgewaterhigh.com
Head of Science	Mr. A. McMahon	a.mcmahon@bridgewaterhigh.com
Head of Business Studies	Mrs. E. Antrobus	e.antrobus@bridgewaterhigh.com
Head of Design	Mrs. J. Garry	j.garry@bridgewaterhigh.com
Head of Geography	Mr. K. Steer	k.steer@bridgewaterhigh.com
Head of History and RS	Miss T. Shorrock	t.shorrock@bridgewaterhigh.com
Head of Languages	Mr. R. Glew	r.glew@bridgewaterhigh.com
Head of Performing Arts	Miss M. Plimmer	m.plimmer@bridgewaterhigh.com
Head of Physical Education	Mr. P. MacKay	p.mackay@bridgewaterhigh.com

Managing my mental health whilst isolating

If you are self-isolating or shielding, you might find yourself feeling lonely, anxious or left out. There are some things that you can do to try to help yourself:

Stay Connected

If you can't meet up with people you'd like to see in person, make plans to video chat instead. If you're feeling anxious about coronavirus or spending a lot of time at home, you may find it helpful to talk about these worries with someone you trust. There are members of staff in school who are there to support you, even if you are not physically in school. Get in touch your PAM/PAL and they will be able to help you. If you're going online more than usual, it's important to look after your online wellbeing. Set time limits on your phone or device, and stick to them! Too much screen time can give you headaches and stop you enjoying good quality sleep. The Mental Health Charity 'Mind' provides this mental health checklist.

Connectivity : have you got ways to keep in contact with people in your life? Do you need help with using digital communication, like video calls?

Routine : can you create a routine or timetable for yourself? If you live with other people, should you create a household schedule?

Food : do you have a way to get food delivered if you need to self-isolate?

Cleaning : do you have enough cleaning supplies including sanitisers?

Medication : do you have enough medication, or a way to get more?

Therapy : Can you re-organise any therapy or counselling to phone or online sessions?

Exercise : is there any physical activity you can do inside your home, like going up and down the stairs, using bean tins as weights, or exercises you can do in your chair?

Nature : have you thought about how you can bring nature into your home? Can you get some seeds and planting equipment delivered, or put up photos of green spaces? Can you sit in your garden?

Entertainment : have you thought about things to do, books to read or TV shows to watch?

Relaxation : have you got materials so you can do something creative, such as pencils and paper or other craft materials?

Remember, this is only temporary. However strange things feel right now, it won't last for forever.