

Dear Parent/Carer

19 November 2020

### **Remote Education at St Mark's Academy**

As an Academy we are committed to ensuring that our students and their families have access to our high-quality lessons and home learning when they are in school and at home. Please read this letter carefully to find out how you can access our provision.

### **Homework**

During lock down, student surveys told us that students found our carefully designed quizzes a useful learning resource. As a result, **our approach to homework this year is that each subject will set a weekly quiz.** This quiz is carefully designed to help teachers to check how much students have learnt in lessons, and to plan their next lessons to provide further stretch and support. Educational research also shows that regular quizzing boosts students' long-term memory retention and supports with learning new ideas and skills.

Alongside setting weekly quizzes, **teachers will also be making their lessons available to all students.** This will mean students can go back and look at big ideas and key concepts in their own time, and use these resources to help them with completing their homework quizzes.

### **Accessing Work for Students who are Self-Isolating or Absent**

The approach outlined above also applies to students who are unable to attend school. Students will be able to keep up with their lessons by looking at teachers' lesson resources and completing weekly quizzes. Once students complete the quizzes, teachers will be able to give students feedback and marks so that they know what they are doing well and what they need to improve.

### **How do I access lessons and quizzes?**

#### **Calendar**

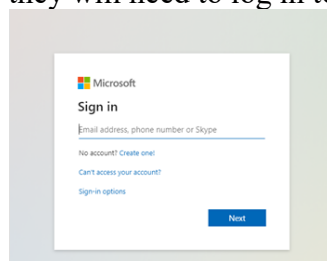
Students and parents can find out what work has been set for them each day by logging on to Satchel (Once called Show my Homework) <https://www.satchelone.com/login>

Here students will be able to see a calendar which shows them the work that has been set for them each day. If a parent or student has forgotten their login, they can email their coach or Progress Leader.

#### **Microsoft Teams**

Interim Principal Hannah Fahey

Teachers will post links on Satchel to work on Microsoft Teams. This will take students to a page where they will need to log in to Microsoft Teams to access this work.



It will take you to something that looks like this.

**Email address:**

17(Caps lock initial of 1<sup>st</sup> Name)*then* (second name)  
*This is the year you joined.*  
Joe Smith would be

[17JSmith@stmarks.anthemtrust.uk](mailto:17JSmith@stmarks.anthemtrust.uk)

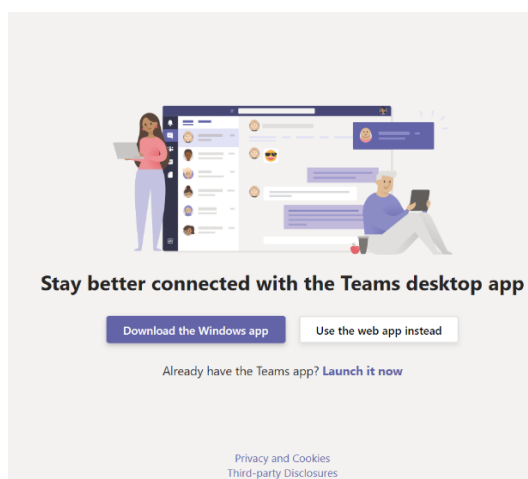
**Password:**

Marks(then full date of Birthday)  
So if you were born 25<sup>th</sup> July 2005: 25072005

**Marks25072005**

Your child may have changed this when they first logged in.

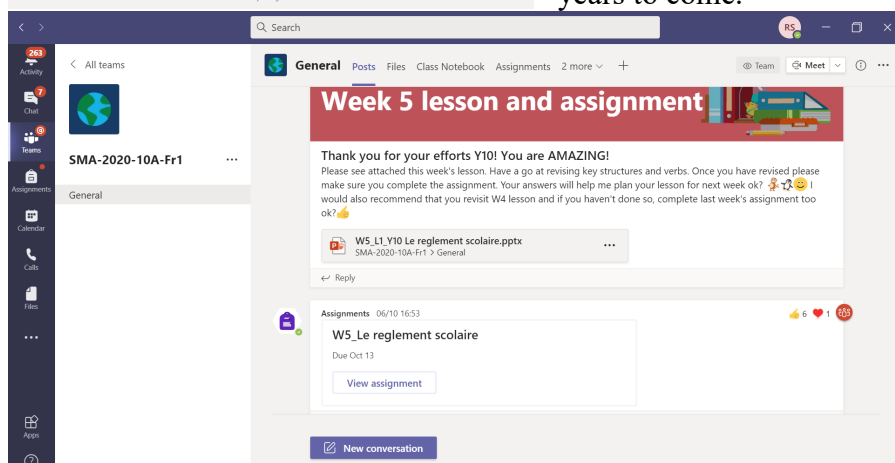
Again, if students forget their log in, they can contact their coach or Progress Leader.



Students can log in to MS Teams in a web browser, or they can download the app to access the work set by their teacher. Once students have logged into Teams, the link on Satchel will take students straight to the quiz and lesson resources set by teachers.

See image below for an example of what this might look like. You can see the PowerPoint lesson which students can click on and the 'assignment' link to the quiz.

Students are receiving training in their ICT lessons and/ or in coaching time to support them with developing their skills on MS Teams. MS Teams is used by many universities and businesses, and learning to use it well will benefit students for years to come.



### **What do I need to do as a parent or carer?**

Ensure your child logs on to Satchel and MS Teams every day to look at the resources and complete their homework quiz. If your child is absent from school and they are well enough, they need to complete the lesson carefully and then the quiz. This will enable their teacher to provide feedback and check their learning.

**What if I need help?**

[This video](#) on our website guides you through the process described above and should help you to log in. You can contact your child's coach or Progress Leader if you need further support with ICT or ICT access. Students can also message their teachers on Satchel if they are at home and need support with specific lessons.

Thank you for everything you will do as parents and carers to ensure students make the most out of their carefully planned home learning.

Yours faithfully,

**Ms R Sewell - Vice Principal for Quality of Education**

**Mr K Warsop - Director of Core—Maths and Homework**

Interim Principal Hannah Fahey



The Diocese of  
**Southwark**



**Values-based Education**  
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