

Ways of Working



THE
SUTHERS
SCHOOL

Adapting how we learn & communicate
during the COVID lockdown.

W.O.W Ways of Working

This guide is to help you and your parents/carers with the temporary changes in how we work now we are not at school.

We appreciate that this has been a huge change in your learning experiences and we are proud of all the effort you are making.



It's been a challenging time adjusting and adapting and this may have left you feeling confused and even disheartened.

W.O.W Ways of Working

Despite these challenges we are so delighted to see how you are embodying the TORCH values:

Being **tenacious** by not quitting whilst things are temporarily different.

Keeping **optimistic** to stay motivated to work.

Being **respectful** to your parents as they adapt to support you.

Showing **curiosity** as you learn new ways of receiving your work.

Hard work keeps the momentum of learning going.



W.O.W Ways of Working

We will continue to navigate during these times of change so that your learning and development continues to flow through.



Our future will be informed by this change so that we continue to provide you with the best educational experiences.

To support you we have:

- Introduced Teams to send and receive your assignments.
- Created guidance and ideas in Teams.
- Provided Chromebooks to support anyone struggling with access to a device.
- Created a YouTube channel.
- Introduced new platforms.
- Asked our TAs and Form Tutors to work 1-1 with specific students to provide extra support.
- Made sure you can contact your Form Tutor via email.
- Created a newsletter to enhance our lockdown communication.
- Created the TORCH challenge and Bullet journals to remind and immerse you in our Suthers culture.



W.O.W Ways of Working

Here is a plan of what your week includes in terms of the days that work is set for each subject. This aims to assist you with your weekly organisation and task completion at home. The times are just a suggestion, it's up to you when you complete the work each day.

My schedule

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
09.00	Maths	Bullet Journal	Science	PE	Maths
10.00				Art	
11.00	Science	Music	French	Art	Science
12.00					
13.00	English	History	Maths	Geography	English
14.00					
15.00			English		
16.00					

Don't forget the
TORCH
Challenge

W.O.W Ways of Working

Aim to keep
your sessions
to 50
minutes max
at a time

It's all in the planning

Planning your week can really help you organise your time and motivate you to complete work along with being great for your well-being in this unusual situation we find ourselves in.

It is important to remember that your plan can be adapted and changed each week and you do not have to stick to typical 'school times'.

Days can vary with your start time, you may find that you work a lot better in the afternoon, so just adapt your planner to this.

"The secret of
your success is
found in your
daily routine"

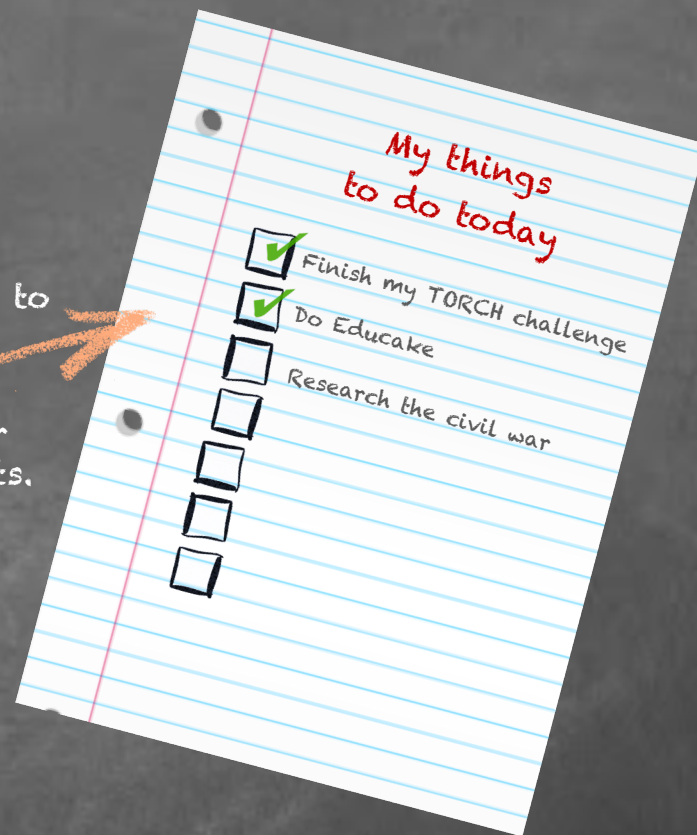
"A little
progress each
day adds up to
big results"

"If the plan
doesn't work,
change the plan,
but never the goal"

W.O.W Ways of Working

To do List

- A great way to plan what you need to do and when is to use your school planner, just like you do for homework.
- To do lists are also a great way to get down on paper what you need to get done and organise your thoughts.
- Remember only write what is achievable for the day and ticking them off is so satisfying and motivating.



My Ta-da List

- ★ Researched my chosen artist
- ★ Did PE with Joe
- ★
- ★

Ta da List

- These are another way to feel accomplishment through the day.
- Start with a blank page and write each task down when it is completed.

REMEMBER

Be kind to yourself, these are unprecedented times.

If you find yourself getting emotional or stressed then take a break.

