



## I am required to learn at home due to strike action- what next?

8.20-8.45	Log on to Microsoft Teams using your school log in. If you need help, please email <a href="mailto:ITS@thehazeleyacademy.com">ITS@thehazeleyacademy.com</a>
8.45-9.15	Lead Lesson live on Microsoft Teams. <a href="#">Click here</a> to join the meeting with your camera and microphone off.
9.15-10.15	Look at your timetable on Arbor to see what lesson you have on Wednesday Week A, Period 1. Click here to complete the work set for this subject. Create mind maps, flashcards, and revision notes.
10.15-11.00	Click here to complete the work that has been set for your Wednesday Week A, Period 2 subject. Create mind maps, flashcards, and revision notes.
11.00-11.30	Break Time
11.30-12.15	Complete the work for Wednesday Week A, Period 3. Create mind maps, flashcards, and revision notes.
12.15-13.00	Complete the work for Wednesday Week A, Period 4. Create mind maps, flashcards, and revision notes.
13.00	Break for Lunch
13.45	Complete any outstanding work from today and homework assignments. Prepare to bring your work to school to hand to your class teacher for a red stamp!

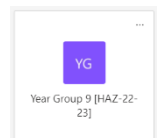
### Help and Advice

#### I've forgotten my school/Microsoft login- what do I do?

Email [ITS@thehazeleyacademy.com](mailto:ITS@thehazeleyacademy.com) with your full name and form.

#### I cannot find the work- where is it?

[Here is the link to the work.](#) Your tasks are in the Microsoft Team for your Year Group, click the general channel, click files and the work is in the folder called 'Strike Work'.



The screenshot shows the Microsoft Teams interface for a team named 'Year Group 9 [HAZ-22-23]'. The 'Files' tab is selected, showing a list of documents and folders. A folder named 'Strike Day Work' is highlighted with a red box. The 'Channels' list on the left side of the interface also has a red box around it, with 'General' selected.

#### How do I complete my work?

Complete the tasks on paper or on a Microsoft Word document. Create a range of revision resources to help you prepare for your next PR point.

#### What do I do with the work I produced?

Bring your work into your next lesson to be acknowledged and rewarded with a red stamp.

For any urgent pastoral concerns, any parent and student can email [Wellbeing@thehazeleyacademy.com](mailto:Wellbeing@thehazeleyacademy.com)

