

Haileybury Turnford

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22nd May 2020

Dear Parent/Carer

Thank you for your continued support of the school and your perseverance during these very difficult times. I hope you and all members of your family are keeping well and safe. We are writing to explain how work will be set for the next half term and to outline some of the improvements and additional features now available on Class Charts.

Project work setting

New projects will be released after half term (June 1st). We have displayed all of the project options in a menu for the students to pick. It is advised that the students plan out which projects they are going to complete each week. **Three projects should be completed each week as a minimum & 20 minutes of Maths per day.** The projects cannot be from the same subject. Once the student has completed a project from a subject for example Geography, they must then complete a different subject.

Students will be expected to upload evidence of completed project work by the end of the week using Class Charts. Teachers update their tracking systems on Friday afternoon and therefore any work submitted after 12:00 noon will not be counted in the data. If the project is emailed to the teacher by accident, the teacher will respond asking the student to upload it to Class Charts for marking.

What do we need students to do before June 1st?

Students will need to go into Class Charts "To do" list and mark all work as complete. This will mean that they will not get confused between new project work and old project work.

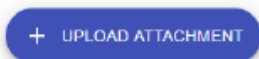
How long should a project take?

Each project has been designed to take students between 2 and 4 hours. Each project has three tasks and the project will only be complete if the students complete all tasks.

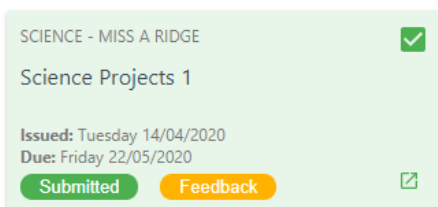
How will student upload their work to Class Charts?

When you click on the homework task and scroll to the bottom there should be a blue button that says "Add attachment". You should upload your work using this feature. You can only add 5 attachments so do try and add your project all at once.

My attachments



Feedback will be given to students within 2 working school days and an orange "feedback sign will appear once this has been completed by the teacher.



New Feature on Class Charts

A new messaging feature will now be available on Class Charts. You will now be able to message subject teachers if you have any questions about the projects. Please ensure the message is appropriate and polite.



Haileybury Turnford, Mill Lane, Cheshunt, EN8 0JU 01992 308333 enquiries@haileyburyturnford.com
Principal: Robin Newman MSc MBA

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Registered office: Haileybury Academy Trust, London Road, Hertford Heath, Hertford, Hertfordshire, SG13 7NU

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What happens when a student finishes all projects?

If a student thinks that they have completed all projects they will need to double check with the Year Achievement Co-Ordinator. They will then be directed to additional resources to complete.

Who to contact?

- If you have forgotten your pupil code or your parent code then please contact your Year Achievement Co-Ordinator.
- If your child is stuck on any of the project work then please use the new messaging service on Class Charts to contact the teacher.
- If you have a question about the quality of work being set or feedback that has not been provided then please contact Miss Newman on newmand@haileyburyturnford.com

Video link

Please watch the following video to help your child prepare for the next round of projects:

<https://www.youtube.com/watch?v=Kf2eVlu1cLE&safe=active>

Over 2000 projects were completed during the first round of project setting which is fantastic and we look forward to seeing more amazing work being completed.

Remember that HT staff are still here to support all Year 7&8 students over the coming months and we will continue to keep in contact throughout this difficult time. If any student has questions, worries or are unsure about the work they need to do, please contact your class teacher, Year Achievement Co-ordinator, Mrs Carter, myself or Miss Newman.

Take good care of yourselves.

Yours faithfully

Brendan Walsh DNewman

Mr B Walsh and Ms D Newman



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