



# JOHN MADEJSKI ACADEMY

## John Madejski Academy

125 Hartland Road, Reading,  
Berkshire RG2 8AF

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[info@johnmadejskiacademy.co.uk](mailto:info@johnmadejskiacademy.co.uk)

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Follow us on Twitter - @JMAcademy1

Dear Parents and Carers

## Re: Sixth form Work during School Closure

As you now know, like other schools in the UK, John Madejski Academy is now closed. We will write to you and update Twitter, informing you of an opening date in due course.

Our education offer will continue and your child is expected to complete the work we have set.

We strongly recommend that that all students Year 7-13 remain in a normal school day routine. Students should be up and ready to begin school work by 8.30am and work through until 3.00pm – with the normal breaks. Year 11, 12, and 13 students will have a longer, as expected at this point in their schooling.

Your children are used to working without distraction and for an hour at a time- please maintain these expectations, including their phone not being in the same room as them.

Before I explain how to access your child's work, here is a bit more information for you:

### A. Contact during school closure

#### How will I receive updates?

Updates on closure, cleaning and re-opening will be communicated via our website and Twitter account.

Our Twitter account is: @JMAcademy1

#### How will we maintain contact with key exam groups?

Exam Groups (Year 11, Year 12 retakes and Year 13)

Each student will be allocated a mentor who will contact with you the parent a minimum of every two days. We will enquire about work completed, answer questions and be a general support.

#### Staff Hours

Staff will work between the hours of 8.45am-3pm – all staff are accessible via email during this time.

### B. School Work

#### What will teachers do?

We will set school work for your child on a day-to-day basis and feedback on any work submitted. We will also use this remaining time to undertake curriculum development, resourcing and moderation.

#### How much work will we set?

We will set work in line with your child's timetable loading. For example, if they have 5 lessons of English a week, the same amount of work will be set. We will provide example and lesson allocations in the year specific part of this document.

#### How will my child access their school work?

#### What do I do if I do not have access to the internet of a laptop?

Mr Hudson is currently working with your child and their teachers to ensure they have the resources to continue their studies.



Registered address: 1 London Street,  
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Registered no: 05319170

## Year 12 and 13

### How should I structure my child's day?

- The final page of this letter will outline the expected routine your child will follow.
- Please also ensure your child reads for pleasure for at least 30minutes to 1 hours each **day**.

We will be using an online platform called **Share Point**. Teachers will either post work daily or a few lessons at a time. Work and expectations will be clearly labelled, sequenced and easy to follow. Work set on Share Point could refer your child to other leaning platforms such as Hegarty Maths or Seneca. Your child will have the details for these.

The Sixth form team will be in routine contact with your child, supporting them through this period of time.

#### Share Point

**Website address:** <https://jmaeducation.sharepoint.com/sites/JMAVLE/SitePages/Home.aspx>

**Log in:** Use your JMA email address

**Password:** Use your normal JMA password

#### Email

Some teachers will email work directly to their students

*Share Point advice sheets can be found on our website*

- Share Point

*Activities can include (dependent on subject):*

- Reading and Comprehension
- Note making
- Watching recorded lessons and completing associated activities
- Exam practise or test questions
- Reading, independently for 30min each day

Students are expected to email completed work to their teachers for feedback.

#### Advice from our ICT Department

If you encounter any IT problems whilst working from home, please use one of the appropriate contacts below:

**1. I need my password resetting?**

Please email [passwordreset@johnmadejskiacademy.co.uk](mailto:passwordreset@johnmadejskiacademy.co.uk)

**2. I need guidance on using the VLE (Share Point)?**

The VLE is available for Years 10, 11, 12 & 13

via: <https://jmaeducation.sharepoint.com/sites/JMAVLE/SitePages/Home.aspx>

**3. I can't connect to my WiFi/Internet?**

Please note, we cannot support issues with your home WiFi/router.

We can however provide some advice or steps to try.

Please email [homewifi@johnmadejskiacademy.co.uk](mailto:homewifi@johnmadejskiacademy.co.uk)

**4. For any other IT related issues, please contact:**

[jma@whfit.org.uk](mailto:jma@whfit.org.uk)

#### C. Other Questions

#### Who do I contact if I have safeguarding concern or need help?

[sbarton@johnmadjeskiacademy.co.uk](mailto:sbarton@johnmadjeskiacademy.co.uk)

#### Other support:

**Health:** If you have any concerns about your child's health contact NHS 111 they can help if you have an urgent medical problem and you're not sure what to do.

**Mental Health support:** If you would like some advice about your child's mental health we recommend the following resources:

**On-line Support**

- **Mind**

www.mind.org.uk

InfoLine: 0300 123 3393 to call, or text 86463

Email [info@mind.org.uk](mailto:info@mind.org.uk)

- **YoungMinds**

www.youngminds.org.uk

Parents helpline: 0808 802 5544 (Mon-Fri from 9.30am to 4pm)

YoungMinds Crisis Messenger: text YM to 85258

- If you are feeling low, worried or isolated please telephone:

Childline: Tel: 0800 1111

Or

The Samaritans: Tel: 116 123

- If you have any concerns about any children in your care or in the community please contact Children social care via the Children Single Point of access on 01189 373641

- If you need support getting food contact the **Whitley Community Café** On 011893740052

Or

**Reading's Food Bank**

Website: <https://readifood.org.uk/>

Order a food parcel: <https://readifood.org.uk/order-a-food-parcel/>

**General queries:**

For general enquiries please email [swarren@johnmadejskiacademy.co.uk](mailto:swarren@johnmadejskiacademy.co.uk). This email address is not for IT related questions.

**D. Keep yourself healthy whilst at home**

- **Stay active**

Aim for an average of at least 60 minutes of moderate intensity physical activity a day across the week. Reduce the time spent sitting or lying down and break up long periods of not moving with some activity. Aim to spread activity throughout the day. All activities should make you breathe faster and feel warmer

- **Stay hydrated**

Aim to drink 6-8 glasses of fluid every day.

- **Stay healthy**

Eating a healthy, balanced diet is an important part of maintaining good health, and can help you feel your best. This means eating a wide variety of foods in the right proportions. Try to eat at least 5 portions of a variety of fruit and vegetables every day and avoid foods and drinks that are high in fat, salt and sugar.

Thank you for your support and patience during this unsettling period and the undoubted disruption it will cause. However, we are keen to ensure that all students continue to engage with their learning and encourage you to discuss the work set with your child regularly so that any problems are identified early and addressed.

Warm regards



Jo Dunphy  
Interim Principal

## Sixth Form - Suggested daily routine

### Students re-siting English and Maths + L2 Course

	School Hours					After School	
	1 Hour	1 hour	1 hour	1 hour	1 hour	1 hour	1 Hour
Monday	English		Maths		L2 Bus/ Act. Lead	Maths exam paper	
Tuesday	English		Maths		L2 Bus/ Act. Lead	Marking of maths paper using mark scheme/Gap analysis	
Wednesday	English		Maths		L2 Bus/ Act. Lead	English exam paper	
Thursday	English		Maths		L2 Bus/ Act. Lead	Marking of English paper using mark scheme	
Friday	English		Maths		L2 Bus/ Act. Lead	Maths exam paper	
Saturday	Maths		Maths			Marking of maths paper using mark scheme/Gap analysis	
Sunday	English exam paper					Marking of English paper using mark scheme	

### Students re-siting English or Maths + L2 Course

	School Hours					After School	
	1 Hour	1 hour	1 hour	1 hour	1 hour	1 hour	1 Hour
Monday	L2 Business admin/ Activity Leadership		English/Maths			English/Maths exam paper	
Tuesday	L2 Business admin/ Activity Leadership		English/Maths			Marking of paper using mark scheme/Gap analysis	
Wednesday	L2 Business admin/ Activity Leadership		English/Maths			English/Maths exam paper	
Thursday	L2 Business admin/ Activity Leadership		English/Maths			Marking of paper using mark scheme/Gap analysis	
Friday	L2 Business admin/ Activity Leadership		English/Maths			English/Maths exam paper	
Saturday			English/Maths			Marking of paper using mark scheme/Gap analysis	
Sunday			English/Maths				

### Year 13 BTEC Sport

Students in their final year should be working 7 days out of 7. Their schedule should include, coursework set by teachers, further reading and where exams are being resat this summer revision and exam practise.

You will notice from the timetable below that the expectation is for Year 12/13 students to be working during school hours and beyond. You will also notice that we are suggesting exam practise should be daily and routine if exams are being resat again this summer.

Regardless of school closure or holidays, a routine similar to this is expected.

**Students who will re-sit exams this summer**

	School Hours				After School
	1 hour	1 hour	1 hour	1 hour	1 hour
Monday	Teacher 1 Coursework unit		Teacher 2 Coursework unit		Exam revision and preparation
Tuesday	Teacher 1 Coursework unit		Teacher 2 Coursework unit		Exam revision and preparation
Wednesday	Teacher 1 Coursework unit		Teacher 2 Coursework unit		Exam revision and preparation
Thursday	Teacher 1 Coursework unit		Teacher 2 Coursework unit		Exam revision and preparation
Friday	Teacher 1 Coursework unit		Teacher 2 Coursework unit		Exam revision and preparation
Saturday					Exam revision and preparation
Sunday					Exam revision and preparation

**Students who will not resit exams this summer**

	School Hours				After School
	1 hour	1 hour	1 hour	1 hour	1 hour
Monday	Teacher 1 Coursework unit		Teacher 2 Coursework unit		Further coursework improvements
Tuesday	Teacher 1 Coursework unit		Teacher 2 Coursework unit		Further coursework improvements
Wednesday	Teacher 1 Coursework unit		Teacher 2 Coursework unit		Further coursework improvements
Thursday	Teacher 1 Coursework unit		Teacher 2 Coursework unit		Further coursework improvements
Friday	Teacher 1 Coursework unit		Teacher 2 Coursework unit		Further coursework improvements
Saturday					Further coursework improvements
Sunday					Further coursework improvements

### Year 12 without exams this summer

Students in year 12 should be working 7 days out of 7. Their schedule should include, work set by teachers, revision and exam practise.

Regardless of school closure or holidays, a routine similar to this is expected.

	School Hours					
	1 Hour	1 hour	1 hour	1 hour	1 hour	1 hour
Monday	Subject 1		Subject 2		Subject 3	
Tuesday	Subject 1		Subject 2		Subject 3	
Wednesday	Subject 1		Subject 2		Subject 3	
Thursday	Subject 1		Subject 2		Subject 3	
Friday	Subject 1		Subject 2		Subject 3	
Saturday	Revision					
Sunday	Revision					

### Year 13 students studying A levels or combined A level/BTEC

Students with exams this summer should be working 7 days out of 7. Their schedule should include, work set by teachers, revision and exam practise.

You will notice from the timetable below that the expectation is for Year 13 students to be working during school hours and beyond. You will also notice that we are suggesting exam practise should be daily and routine.

Regardless of school closure or holidays, a routine similar to this is expected.

	School Hours						After School	
	1 Hour	1 Hour	1 hour	1 hour	1 hour	1 hour	1 Hour	
Monday	Subject 1		Subject 2		Subject 3		Practice exam paper subject 1	
Tuesday	Subject 1		Subject 2		Subject 3		Practice exam paper subject 2	
Wednesday	Subject 1		Subject 2		Subject 3		Practice exam paper subject 3	
Thursday	Subject 1		Subject 2		Subject 3		Practice exam paper subject 1	
Friday	Subject 1		Subject 2		Subject 3		Practice exam paper subject 2	
Saturday			Revision				Practice exam paper subject 3	
Sunday			Revision					