



# JOHN MADEJSKI ACADEMY

**John Madejski Academy**  
125 Hartland Road, Reading,  
Berkshire RG2 8AF

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Follow us on Twitter - @JMAcademy1

Dear Parents / Carers

## Re: Year 7, 8 and 9 Work during School Closure

Like other schools in the UK, John Madejski Academy is now closed. We will continue to update the website and Twitter with information of an opening date in due course. Our education offer will continue and your child is expected to complete the work we set.

We strongly recommend that all Year 7, 8 and 9 students remain in a normal school day routine. Students should be up and ready to begin school work by 08:30 and work through until 15:00 with the normal breaks.

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 further 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: we will contact you, the parent/carer 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 08:45 and 15:00 – 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?

The majority of their work will be set on **Seneca** - a platform we have taught your child to use.

Once your child has logged into Seneca, they will be presented with the various learning and subsequent tasks – which will need to be completed. If the work is not completed, they will receive an email from their class teacher reminding them to do so.

Work will be set. Please do not allow your children to suggest otherwise.



Registered address: 1 London Street,  
Reading, Berkshire, RG1 4QW, UK.  
Registered no: 05319170

Activities can include (dependent on subject):

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

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

#### **Seneca**

**Website address:** <https://www.senecalearning.com/>

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

**Password:** Use your normal JMA password

Maths work will be set on **Hegarty Maths**

**Website address** <https://hegartymaths.com/login/learner>

**Log in:** Student name and follow instructions

**Password:** your child has set their password already

If you have forgotten your password, please request '**rest password option**'

#### **C. 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 30 minutes to 1 hours each **day**.

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

If you do not have access to the internet or have a home computer, we have set Knowledge Organiser work and activities for all students. Work will be completed in an exercise book, then handed in on their return to school.

We will not set work in the following subjects:

- KS3 Art, KS3 Sport, KS3 Catering

#### **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)

#### **D. 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](http://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](http://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.

## E. 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

# Year 7,8 and 9

## Expectations

Year 7-9 School Week TT										
DAY	8.30-8.45	8.45-9.45	15 mins break	10.00-11.00	15 mins break	11.15-12.15	30 mins break	12.45-1.45	15 mins break	2.00-3.00
Monday	Log on and get prepared	Maths	15 mins break	English	15 mins break	Science	30 mins break	History	15 mins break	Geography
Tuesday	Log on and get prepared	Maths	15 mins break	English	15 mins break	Science	30 mins break	History	15 mins break	MFL
Wednesday	Log on and get prepared	Maths	15 mins break	English	15 mins break	Science	30 mins break	MFL	15 mins break	Geography
Thursday	Log on and get prepared	Maths	15 mins break	English	15 mins break	Science	30 mins break	History	15 mins break	Geography
Friday	Log on and get prepared	Maths	15 mins break	English	15 mins break	Science	30 mins break	History	15 mins break	Geography

- You will follow the Timetable above
- Work will be completed in the exercise book provided and handed in on your return to school.
- If you have any questions, please contact your subject teacher, who will help you.