



# Bishop's Hatfield Girls' School

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## Year 7 Homework and Google Classroom update

Dear Parents/Carers,

As we come towards the end of your daughter's first full half term here at Bishop's, we are very pleased to recognise how well our new year 7 have settled into secondary school. In the midst of all the ongoing national disruption caused by Covid-19 we are pleased that the pupils at Bishop's have been working exceptionally hard and have experienced many of the wonderful opportunities that being a pupil at Bishop's brings.

We are writing to you to update you on our expectations for homework now that the year 7s are settled into school. From Monday 12th October, all pupils are now following a full homework timetable. This timetable has been shared with the pupils but it is also available for you to view on the Bishop's website. To access the homework timetable you will need to select the 'Learning' tab on the top bar of the website and then click the 'Homework' option on the drop down menu. Alternatively you can follow the link here: <https://bishophatfield.herts.sch.uk/homework-2/>. The document uploaded also contains information about the expected length that each homework should take.

At Bishop's we use Google Classroom as an online platform for lessons and resources. Year 7 should now be very familiar with the Google Classroom system as teachers routinely post classwork/homework tasks here for pupils to access at home. Each pupil will be a member of a separate Google Classroom for every subject that they study. It is worth parents knowing how the girls access this from home, so that you can see what is being set because it helps support their learning. The following steps detail how it is accessed:

1. Visit the school website home page: <https://bishophatfield.herts.sch.uk/>
2. Click on the RM Unify link on the right hand side of the home page 
3. Log into RM unify using pupil's school username and password
4. This will take the pupil to the Launch Pad page with various tiles on it. Pupils should open both the Google Classroom tile and the G Drive tile.
5. In the Google Classroom tile there is a separate classroom set up for every subject class that they are in. This is where work will be posted; pupils just need to click on the subject.

**"This is an OUTSTANDING school" - Ofsted 2016**



If any pupil has a problem with not being able to access work that has been set for a particular subject then she should speak to their teacher for that subject. Wherever possible, teachers will post materials on Google Classroom so that pupils can catch up on any missed work if they have been absent. Please note that teachers may not be able to post these resources until some time after the lesson has taken place. If pupils cannot access IT at home for any reason and therefore need to use a school computer, year 7 pupils can attend Homework Club each morning before or after school, or they can pop to the library on a Monday at lunch or after school.

You will see that Google Classroom has the functionality for pupils to ask their teachers questions directly, and also for work to be directly 'handed in' to the teacher. Every teacher will make it clear to the pupils what format they wish work to be submitted, and the resources posted alongside verbal instructions in lessons will provide this clarity. It is also worth noting that pupils may post questions for the teachers on here, but a pupil cannot expect an immediate reply or assume that the teacher has seen it before the next lesson, especially if it is posted after school hours.

On a practical note, one issue that has come to light in the past about accessing the online platform is that pupils cannot always access the correct version of Google Classroom if they are not logged in using Chrome. We therefore recommend using Chrome as the browser for school work.

Yours sincerely,

Deborah Hughes  
Deputy headteacher