

THE ONLINE SCHOOL

Student Handbook

Welcome To TheOnlineSchool.UK



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Welcome Message

We are thrilled to welcome you to TheOnlineSchool.uk, where education meets excitement in the virtual world! Our mission is to provide you with a top-notch learning experience that is both engaging and enriching. You are about to embark on a remarkable journey of discovery, growth, and academic achievement. At TheOnlineSchool.uk, we have assembled a team of dedicated educators and support staff who are passionate about your success. Let us introduce you to some of the incredible individuals who make our school a nurturing and vibrant community:

Ali, our Headmaster, is the visionary leader who guides us with wisdom and inspires us to reach for the stars. He is committed to creating an environment where every student can flourish academically and personally. Angela, the Head of Student Satisfaction, is here to ensure that your experience at TheOnlineSchool.uk is nothing short of amazing. She works tirelessly to make sure your needs are met, and she always has a listening ear for your feedback and suggestions. Naiomi, the Head of Classrooms and Pastoral Support, is your go-to person for any classroom-related queries or pastoral care needs. She is passionate about creating a supportive and inclusive environment where you can thrive both academically and emotionally.

Together with our exceptional teaching staff and support team, we are here to inspire, challenge, and guide you on your educational journey. Our teachers bring a wealth of knowledge, expertise, and enthusiasm to each virtual classroom, making your learning experience dynamic and interactive. Rest assured, we have carefully selected our teachers and support staff for their dedication, creativity, and genuine love for education. They are not only experts in their fields but also caring individuals who are committed to your growth and well-being.

As you explore TheOnlineSchool.uk, you will discover a world of engaging lessons, collaborative projects, and exciting extracurricular activities. We encourage you to make the most of your time here, connect with your peers, and immerse yourself in the wealth of resources and opportunities available to you.

We believe in your potential, and we are confident that, with your dedication and our support, you will achieve great things. Together, let's create a memorable learning journey that will shape your future and open doors to limitless possibilities.

Once again, welcome to TheOnlineSchool.uk! Get ready to embrace a world of knowledge, friendship, and growth.



Getting Started

Your Journey Begins!

We want to make sure you have a smooth and enjoyable start to your online learning experience. Here are some simple steps to help you get started.



Keep an Eye on Your Emails: Before each lesson, you will receive an email notification with important details about the upcoming class. Make sure to check your email regularly and mark the lesson dates and times in your calendar.

Log in and Explore Your Dashboard: After you log in to TheOnlineSchool.uk, you will arrive at your personalized dashboard. Take a moment to familiarize yourself with its features. We recommend using the interactive tour available on your dashboard, which will guide you through its functionalities.

Discover Your Lessons: Your dashboard is your hub for all your lessons. You can easily see the schedule and access the materials for each subject. Take a look at the different courses you are enrolled in and get ready to embark on exciting learning adventures!

Say Hello in the Chat box: We love connecting with our students! Locate the chat box feature in your dashboard and give us a friendly hello. It helps us know that you are familiar with the communication tools and ready to engage with your teachers and fellow classmates.

Double-Check Your Account Information: It's essential to ensure that your account information is accurate. Take a moment to review your name and make sure it matches your official identification. This helps us keep track of your progress and ensure smooth communication.

Laptop/Computer and Browser Requirements: For the best possible experience, we recommend using a laptop or computer to access our virtual classrooms. It doesn't matter which brand you use, but please ensure you have the most up-to-date version of Google Chrome as your browser. This will ensure that you can access all the features and functionalities seamlessly.

Remember, our team is here to support you every step of the way. If you have any questions or encounter any difficulties, don't hesitate to reach out to us. We're committed to providing you with an exceptional online learning experience.

Get ready to embark on a fantastic journey of knowledge and growth at TheOnlineSchool.uk. We can't wait to see you shine!

The Virtual Classroom

Learning Together Online!

In the virtual classroom at TheOnlineSchool.uk, we create a safe and engaging environment for learning and collaboration. Here's what you need to know to make the most of your virtual classroom experience:



Thumbs Up, Thumbs Down, and Star Ratings: During class, you may notice the availability of thumbs up, thumbs down, and star rating features. These tools are used to provide feedback, recognize achievements, and promote positive behaviour. Thumbs up signifies active participation and contribution, while a thumbs down may be given for rude behaviour or bullying. Star ratings are awarded for exceptional performance or going above and beyond.

Maintain Classroom Etiquette: Just like in a physical classroom, it's important to adhere to proper online etiquette. We have a few guidelines to ensure everyone's safety and comfort

Respect Others: Treat your teachers and peers with kindness and respect. Be mindful of your words and actions.

No Swearing or Inappropriate Language: Maintain a respectful language at all times. Inappropriate language or behaviour will not be tolerated.

Protect Personal Information: Avoid sharing personal details, such as your address, phone number, or social media accounts. Your privacy is important to us.

No Sharing of Links: Do not share links to external websites, including with your teachers or classmates, without prior permission.

Active Participation: Actively participating in lessons is a crucial part of your learning journey. Engage in discussions, ask questions, and contribute your ideas. Remember, your voice matters, and your insights can enrich the learning experience for everyone.

Safety Measures: At TheOnlineSchool.uk, we prioritize the safety of our students. While we don't have a camera-on policy, we have other ways to ensure a secure environment:

Monitoring and Reporting: Teachers and staff will monitor class activities to maintain a safe and productive learning space. If any concerns arise, they will be reported to your parents or guardians to ensure your well-being.

Notify a teacher: If you encounter any issues or witness inappropriate behaviour, notify your teacher immediately. We are here to support you and address any concerns that may arise.

We believe that a positive and respectful virtual classroom environment enhances the learning experience for everyone. Together, let's create a space where we can thrive academically and forge meaningful connections. If you have any questions or need further clarification, feel free to reach out to your teacher or a member of our support team.

We're here to make your virtual classroom experience enjoyable and successful!

Academic Expectations

At TheOnlineSchool.uk, we hold high academic expectations for our students. By establishing a culture of responsibility and commitment, we can create an environment where every student can thrive. Here are our academic expectations:



Punctuality and Attendance: We expect students to be punctual and attend classes regularly. If you anticipate being late or unable to attend a class, please inform your teacher in advance. Arriving more than 5 minutes late may cause you to miss valuable information and experiences. Note that repeated tardiness may be referred to the headmaster.

Commitment to Learning: To ensure your academic progress, we encourage you to review lesson recordings, especially if you were unable to attend a class. By staying up to speed with missed lessons, you can actively participate in discussions and assignments.

Completion of Homework Assignments: Homework assignments play a vital role in reinforcing learning and assessing your understanding of the subject matter. It's important to complete assignments in a timely manner. Failure to do so may jeopardize your spot in the class, as it may be given to another student on our waiting list.

Exam Preparedness and Assessment Centres: Parents play a crucial role in coordinating and planning for assessment centres and ensuring that students are ready to sit their exams. It's essential to work closely with the school, communicating in advance, and making necessary arrangements to facilitate a smooth examination process.

By upholding these academic expectations, we can collectively create an environment that fosters growth, excellence, and success. We believe that your commitment and dedication will lead to remarkable achievements. If you have any questions or need support regarding academic expectations, please don't hesitate to reach out to your teacher or a member of our support team. We are here to guide you on your educational journey.

Together, let's embrace the pursuit of knowledge and unlock your full potential!

Support Services

Learning Together Online!

At TheOnlineSchool.uk, we prioritize your well-being and provide comprehensive support services to ensure your academic and personal success. Here are the support services we offer:



Assemblies and Life Skills Lessons: We encourage you to actively participate in assemblies and life skills lessons. These sessions provide valuable opportunities for venting, feedback, and gaining essential coping mechanisms. Engage in these activities to enhance your emotional well-being and develop important life skills.

Chatbot Support: Our dedicated chatbot is attended by our Safeguarding Lead and Pastoral Support teams. If you have any concerns, questions, or need someone to talk to, don't hesitate to reach out through the chatbot. Our team is here to provide guidance, support, and assistance whenever you need it.

Homework Clubs: To promote academic excellence, we offer homework clubs where you can receive additional support and guidance with your assignments. These clubs provide a collaborative and nurturing environment where you can work on your homework alongside peers and seek help from dedicated teachers.

Playtimes and Socialization: We understand the importance of social interaction and fostering a sense of community. Join our scheduled playtimes to have the opportunity to socialize, connect with fellow students, and engage in fun activities that promote positive relationships.

Reporting Issues: If you notice any discrepancies or if something is not appearing on your dashboard as expected, please use the chatbot to report the issue in the first instance. Our support team will promptly address the matter and ensure that you have access to the necessary resources and information.

Your well-being and success are at the core of our support services. We are committed to creating a nurturing and inclusive environment where you can thrive academically and personally.

Remember, our support services are here to empower you. Take advantage of these resources, reach out when needed, and actively engage in the opportunities provided. Together, we will overcome challenges, build resilience, and achieve greatness.

If you have any questions or need further guidance regarding our support services, please contact your teacher or reach out through the chatbot. We are here to support you every step of the way.

Wishing you a rewarding and fulfilling learning journey!

Engaging Learning Experience: Unleash Your Potential!

At TheOnlineSchool.uk, we believe that learning should be exciting, interactive, and tailored to your needs. We strive to provide an engaging learning experience that fosters your growth and unleashes your potential. Here's what you can expect:



Interactive Homework Submission: We have streamlined the homework submission process to make it convenient for you. Within your dashboard, you have the ability to edit and upload your completed assignments seamlessly. This user-friendly feature allows for efficient homework submission and ensures that your work is received by your teachers promptly.

Multimedia Resources and Tools: Our learning materials incorporate a range of multimedia resources to make your lessons dynamic and captivating. You'll have access to engaging videos, interactive simulations, educational games, and other digital tools that enhance your understanding and bring subjects to life.

Collaborative Projects and Group Work: We encourage collaboration and teamwork as essential skills for the 21st century. You'll have the opportunity to participate in collaborative projects and group work, where you can work alongside your peers to solve problems, exchange ideas, and develop valuable communication and teamwork skills.

Personalized Learning Pathways: We understand that every student has unique strengths and areas for growth. Our platform allows for personalized learning pathways, where you can progress at your own pace and explore subjects in-depth based on your interests and learning style. This flexibility empowers you to take ownership of your education and tailor your learning experience to suit your needs.

Engaging Assessments: We believe that assessments should go beyond traditional exams. Our assessments are designed to be interactive, thought-provoking, and reflective of real-world scenarios. You'll have the opportunity to demonstrate your understanding through various formats, such as presentations, projects, and multimedia assignments.

Continuous Feedback and Support: Our teachers are dedicated to your progress and growth. They provide ongoing feedback, guidance, and support to help you reach your full potential. You can expect timely and constructive feedback on your work, enabling you to understand your strengths and areas for improvement.

At TheOnlineSchool.uk, we are committed to creating an engaging learning environment that ignites your curiosity, encourages critical thinking, and nurtures your passion for knowledge. If you have any suggestions, ideas, or specific needs for enhancing your learning experience, please don't hesitate to share them with your teachers or through the chatbot. We value your input and strive to make your educational journey truly exceptional.

Get ready to embark on an exciting learning adventure where the possibilities are endless!

Assessment and Grading: Tracking Your Progress and Celebrating Achievements!



At TheOnlineSchool.uk, we believe in tracking your progress and providing meaningful feedback to support your growth. Our assessment and grading system ensures that you are on track to meet your targets and celebrate your achievements along the way. Here's what you need to know:

Mini Tests and Assessments: To gauge your understanding and progress, teachers will conduct mini tests and assessments within lessons. These assessments serve as valuable checkpoints to evaluate your comprehension of the subject matter and provide insights into areas where further development may be needed. They also allow teachers to tailor their instruction to meet your individual needs.

Ongoing Feedback: We believe in the power of timely and constructive feedback. Teachers will provide regular feedback on your work, highlighting your strengths and offering guidance on areas for improvement. This feedback is designed to support your learning journey and help you achieve your full potential.

Progress Tracking: Your progress is important to us. Through our platform, you and your teachers can track your growth over time. This enables you to see your development, identify areas of strength, and set goals for further improvement. We encourage you to actively engage with your progress tracking and reflect on your learning journey.

Celebrating Achievements: We celebrate your achievements and milestones throughout the academic year. Whether it's reaching specific learning goals, demonstrating exceptional effort, or showcasing remarkable progress, we acknowledge and applaud your accomplishments. These celebrations are opportunities to motivate and inspire you to continue striving for excellence.

Our assessment and grading system aim to provide a comprehensive view of your progress while nurturing a growth mindset. We believe that learning is a journey, and with ongoing assessment and support, you can unlock your full potential.

If you have any questions or need clarification about our assessment and grading practices, please don't hesitate to reach out to your teachers. They are here to guide you and help you succeed.

Embrace the assessment process, value the feedback you receive, and celebrate your achievements along the way. Together, let's make your educational journey at TheOnlineSchool.uk truly remarkable!

Extra-Curricular Activities: Enriching Your Learning Journey!

At TheOnlineSchool.uk, we believe in providing a well-rounded education that extends beyond traditional academics. Our extra-curricular activities are designed to inspire creativity, foster social connections, and nurture personal growth. Here are some exciting opportunities available to you:

Social Media Internships: Develop your digital skills and gain real-world experience through our Social Media Internship program. This unique opportunity allows you to work alongside our marketing team, contributing to social media campaigns and content creation. Learn about digital marketing strategies, enhance your communication skills, and showcase your creativity.

Virtual Fun Days: Join our virtual fun days, where we bring the excitement of traditional school events to the online world. Participate in virtual talent shows, art exhibitions, interactive games, and more. These events provide opportunities for you to showcase your talents, bond with your peers, and enjoy memorable experiences.

Holiday Clubs: During holidays, we offer engaging and interactive holiday clubs. These clubs provide a variety of activities, such as STEM workshops, arts and crafts, storytelling sessions, and virtual field trips. Join in the fun, explore new interests, and make lasting memories during your break from regular classes.

Summer Schools: Our summer schools offer specialized programs designed to deepen your knowledge and explore subjects beyond the standard curriculum. Engage in subjects like coding, creative writing, music, science experiments, and more. Our experienced teachers will guide you through these immersive learning experiences, fostering your passion and expanding your horizons.

These extra-curricular activities aim to enhance your educational journey, promote personal growth, and create opportunities for connection and exploration. We encourage you to participate in these events and make the most of the diverse range of experiences available to you.

Stay tuned for announcements and updates on upcoming extra-curricular activities. We look forward to providing you with engaging opportunities that complement your academic studies and help you develop well-rounded skills.

If you have any questions or suggestions regarding extra-curricular activities, please reach out to your teacher or a member of our support team. We are here to support your involvement and ensure a vibrant and fulfilling learning experience for you.

Let's embark on exciting extra-curricular adventures together!



Online Safety and Digital Citizenship

Your Well-being is Our Priority!



At TheOnlineSchool.uk, we prioritize your safety and well-being in the online environment. We are committed to creating a secure and responsible digital space for all our students. Here's what you need to know about online safety:

Personal Information Protection: Safeguarding your personal information is of utmost importance to us. We have strict policies in place to ensure the confidentiality and security of your data. We will never ask you to share sensitive personal information, such as your address, phone number, or social media accounts, through our platform.

Responsible Online Behaviour: We expect all students to engage in responsible and respectful online behaviour. Treat others with kindness, empathy, and respect, just as you would in a physical classroom. Avoid engaging in bullying, harassment, or any form of harmful behaviour. If you encounter any inappropriate behaviour, promptly report it to your teacher or through the designated reporting channels.

Internet Safety Guidelines: Follow our internet safety guidelines to protect yourself and create a secure online experience.

Use Strong Passwords: Choose unique and strong passwords for your accounts. Keep them confidential and change them regularly.

Beware of Phishing Attempts: Be cautious of suspicious emails, messages, or links asking for personal information. Verify the source before providing any sensitive details.

Report Suspicious Activity: If you notice any suspicious activity or encounter unfamiliar individuals in our virtual classrooms, notify your teacher or a member of our support team immediately.

Privacy Settings and Permissions: Familiarize yourself with the privacy settings and permissions available on our platform. Understand how to control who can access your profile information and interact with you. We encourage you to review and adjust these settings to ensure your privacy and online safety.

Cyberbullying and Online Etiquette: Our zero-tolerance policy towards cyberbullying ensures a safe and inclusive environment. Treat others with kindness, empathy, and respect in all online interactions. Do not engage in bullying, harassment, or spreading harmful content. If you witness or experience cyberbullying, report it immediately to your teacher or through the designated reporting channels.

Digital Citizenship: We strive to develop responsible digital citizens. Learn about digital citizenship, which includes using technology responsibly, respecting others' rights and privacy, and being mindful of your digital footprint. Practice good online citizenship and be a positive contributor to the digital community.

At TheOnlineSchool.uk, we are committed to maintaining a safe and secure online learning environment. By following these guidelines and promoting responsible online behavior, we can create a supportive community that fosters growth and protects the well-being of all our students.

If you have any concerns, questions, or need further support regarding online safety, reach out to your teacher or a member of our support team. We are here to ensure your online experience is positive, safe, and empowering.

Stay safe, stay vigilant, and let's make your online learning journey a secure and successful one!

Parents Corner: Partnering in Your Child's Education!

At TheOnlineSchool.uk, we value the partnership between parents and our school community. We offer a dedicated Parents Corner to foster collaboration, engagement, and support. Here are some valuable resources and opportunities available to parents:

Parent-Teacher Association (PTA): Join our Parent-Teacher Association to actively participate in your child's educational journey. The PTA serves as a platform for collaboration, communication, and involvement in school activities. By joining the PTA, you can contribute ideas, engage in discussions, and help shape the educational experience for all students.

Beta Testing Group: As part of our commitment to continuous improvement, we invite parents to join our beta testing group. By participating, you'll have the opportunity to test new features, courses, and ideas before they are fully implemented. Your feedback and insights are invaluable in shaping the future of our school.

Parent/Child Relationship Building Workshop: We believe in nurturing strong parent-child relationships. Attend our parent/child relationship building workshop, where you can gain valuable insights, strategies, and tools to strengthen your bond with your child. This workshop offers a supportive environment to discuss challenges, share experiences, and learn effective communication techniques.

Relay Concerns and Support: We understand that concerns may arise from time to time. Feel free to reach out to us via email at ali@theonlineschool.uk to express any concerns or seek support. Our dedicated team, including Ali, our Headmaster, is here to address your queries, provide guidance, and ensure that you and your child feel supported throughout their educational journey.

Frequently Asked Questions (FAQs): In our Parents Corner, you'll find a section dedicated to Frequently Asked Questions. We have compiled answers to common queries to provide quick and convenient access to information. Check this section regularly, as it may address many of the questions you may have.

Termly Reports: We provide comprehensive termly reports that highlight your child's progress, achievements, and areas for further development. These reports offer valuable insights into your child's learning journey and can be shared with home schooling communities to demonstrate the milestones and accomplishments your child has achieved.

We value your partnership and believe that working together is essential for your child's success. We encourage you to take advantage of the resources and opportunities available in our Parents Corner. Your involvement, insights, and support contribute to creating a vibrant and nurturing educational community.

If you have any further questions or require additional information, please don't hesitate to reach out. We are here to ensure that your experience as a parent at TheOnlineSchool.uk is fulfilling, collaborative, and rewarding.

Together, let's create an exceptional educational journey for your child!



Home Educating Primary & Secondary

How to deregister your child from School

If your child is currently at school, you should tell the school if you plan to educate them at home. The school must accept if you're taking your child out completely. They can refuse if you want to send your child to school some of the time. If your child has never been enrolled at a school, you are under no legal obligation to inform the local authority that he or she is being home educated. If your child is currently on the roll of a school you are obliged to inform the school that he or she is being withdrawn for home education or gain consent for this. However, it is sensible to do so, in order to avoid subsequent misunderstandings as to how you intend to fulfil your parental responsibility for your child's education. The school is obliged to inform the local authority of children removed from its admission register and will give home education as the reason, if notified of this by the parent. Parents of children withdrawn from school for home education are not legally obliged to inform the local authority themselves - but again it is sensible to do so

What should they learn and how many lessons do they need?

They should learn the basics, Maths, English and in addition any other subjects you feel they may benefit from Combined Science, History, Languages, Life Skills, Humanities, Art and Music, Business any subject you think will benefit them for the future.

Preparing for exams

It is still possible for your child to take GCSEs and iGCSEs as well as A levels if they are home educated. The process is extremely simple and we can guide you through this! You simply need to register them as a private candidate in a private exam centre close to you. We can then provide them with the lessons they need to prepare and ace their exams. These lessons can be taken over 2 years, 1 year or 6 months depending on how soon you want them to sit the exams. Currently the cost of the actual exam papers ranges from between £150 and £250 depending on the subject and exam levels. Our GCSE and A Level courses are extremely reasonably priced and are the perfect way to help your child obtain the best grades possible.

How can TheOnlineSchool.UK help my child and I?

We will support you throughout your home education journey, help provide guidance and advice on how to deal with everything that comes your way all the way through until your child has successfully achieved the level of education they wish to complete up to A-levels.

What do I need to show my local authority's home education officer?

Some local authorities will ask to see the child at home or in another location, as well as seeing examples of work done. As parents, you are under no legal obligation from education law to agree to such a meeting (but see section below on safeguarding) or to produce specific evidence but you should consider carefully the reasons for not doing so, what is in the best interests of your child, and what is the most sensible approach.



Home Educating

Primary & Secondary

Letter to Deregister Your Child From Either Primary or Secondary School

Please use the template below and share this with your child's school.



Your name
Your address

Date

Head teacher's name
School Name
School Address

Dear (Head's name),
Ref: (Name of child and date of birth)

Please remove (child's name) from the school roll with immediate effect as (he/she) is now home educated in accordance with the 1996 Education Act s.(7).

Please confirm receipt of this letter and that (child's name) has been removed from the roll.

Yours sincerely

Your Name

Notes:

If you want to give notice change to 'with effect from (date)' and (he/she) will be home educated from that date in accordance with...

If you want to quote legislation about removal from the roll (it is not at all necessary), it is:
The Education (Pupil Registration) (England) Regulations 2006 s(8)(1)(d) Or
Education (Pupil Registration) (Wales) Regulations 2010 s(8)(1)(d)

Please note that Scotland is different.

THE ONLINE SCHOOL

Thank You

Contact Information

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