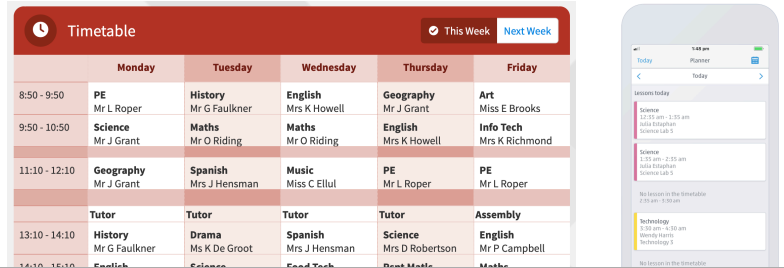


5 T s to stress free work at home

1. Timetable



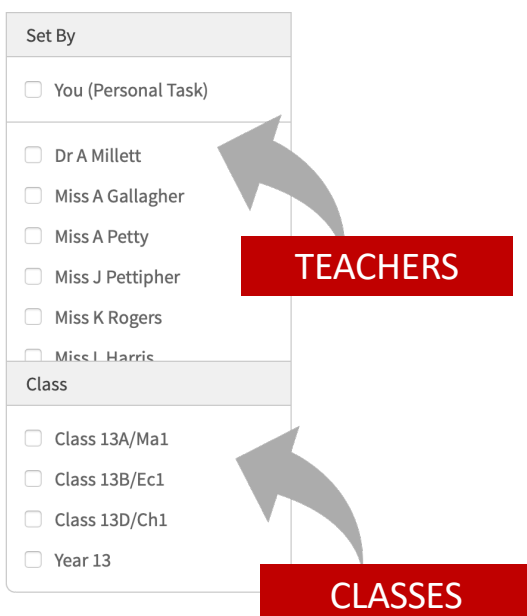
The image shows two screenshots. On the left is a desktop view of a 'Timetable' with columns for Monday through Friday and rows for time slots (8:50-9:50, 9:50-10:50, 11:10-12:10, 13:10-14:10, 14:10-15:10). It lists subjects like PE, History, English, Geography, Art, Science, Maths, Info Tech, Spanish, Music, PE, PE, Tutor, Assembly, History, Drama, Spanish, Science, and English, along with teacher names. On the right is a mobile app interface showing a 'Today' view with a list of lessons for the day, including Science, Maths, and Technology, with specific time slots.

1. Find your timetable either on paper at home or log onto Firefly on a computer, tablet or on your phone.
2. Ignore your tasks and deadlines for now.

2. Time

1. Everyone's situation is different at home. You need to decide when and how much work you can complete each day.
2. If it's possible aim for 1-2 hours of work a day.
3. That works out as about 30 minutes a day for 4 of the subjects.

3. Tasks

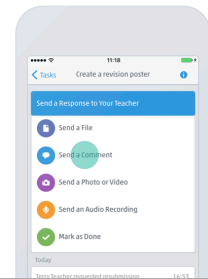
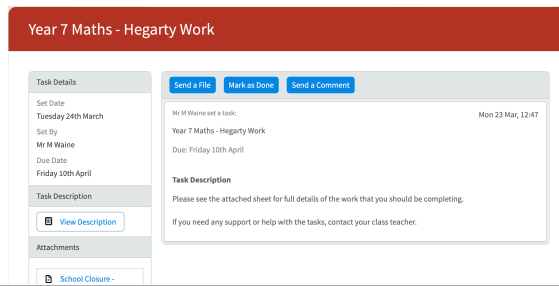


The image shows a 'Set By' dropdown menu with two sections: 'You (Personal Task)' and a list of teachers. Below this is a 'Class' dropdown menu with a list of classes. Two grey arrows point from the 'TEACHERS' and 'CLASSES' labels to their respective sections in the dropdown menu.

Set By
<input type="checkbox"/> You (Personal Task)
<input type="checkbox"/> Dr A Millett
<input type="checkbox"/> Miss A Gallagher
<input type="checkbox"/> Miss A Petty
<input type="checkbox"/> Miss J Pettipher
<input type="checkbox"/> Miss K Rogers
<input type="checkbox"/> Miss L Harris
Class
<input type="checkbox"/> Class 13A/Ma1
<input type="checkbox"/> Class 13B/Ec1
<input type="checkbox"/> Class 13D/Ch1
<input type="checkbox"/> Year 13

1. Each day choose the subjects you are going to complete.
2. Use the filter tools in Firefly to find only the subject you are working on. Ignore everything else.
3. Much of the work is project based or covers more than one lesson, so don't feel you have to complete it all in one go.

4. Tick off



1. When you have finished your work, click “send a file”. You can complete work on the computer or on paper and then take a picture of it.
2. If you are confused about anything with the work, click “send a comment” and you can ask your teacher for help
3. Once you have completed the work click “mark as done”

5. Take Care



**MOST
IMPORTANT**

Most importantly TAKE CARE of yourself. Although schoolwork is important so is your mental and physical wellbeing. Try some of the things below, all of which are free!

Get some exercise: [Joe Wicks PE](#)

Listen to some amazing stories: [Audible is currently free!](#)

Have fun with some Arts experiments or visit a gallery: [Google Arts and Culture](#)

You might need a little help from an adult: [Do some baking](#)

If theatre is your thing: [Wind in the Willows theatre production](#) (you have to sign up, but its free, you can use your school email)