

8 February 2023

Dear Families

Hopefully your child has brought home a letter explaining the fantastic tutoring opportunity that we are able to offer at Dixons Unity Academy.

In order to support your child with improving their Maths and English grades, we are providing small group tuition for two hours per week to your child. This is an incredible opportunity and has been proven to improve results by nearly two full grades. Please see further details attached to this letter.

In order to fully explain and to introduce the tutors we are running two brief assemblies on Thursday 9 February 2023. The first assembly will take place for students only during their tutor time. The second will be a virtual Teams meeting for students and families and will take place at 3.30pm, the invite for this will be emailed to families directly via a separate email. We ask that when joining the meeting you ensure that your microphone is muted and that your camera is switched off.

If you do not receive this emailed invite please contact main reception for further support.

Yours faithfully

Mr D Spencer
Assistant Vice Principal

Digital Dixons Unity

Student & Parent Charter

Congratulations on securing a place on Digital Dixons Unity

Digital Dixons Unity is a **fully funded** Tutoring program that will enable your child to access two fifty-five minute, high quality tutor sessions per week on a 1:3 basis.

One of these sessions will be timetabled face to face in school. These sessions will be timetabled to take place during lesson time or immediately after school. These sessions will be rotated so that students do not miss too much of any particular lesson.

The other session will be online via Microsoft Teams. These sessions will be timetabled from 5.30-6.30, and 6.30 -7.30. Again, these sessions will be with a ratio of one tutor to 3 students. So whilst this is not face to face students will still be getting bespoke, high quality teaching.

This program will support your child in Maths or English to prepare them for future examination success. All of our Tutors are subject specialists with a proven track record of improving attainment. Spaces for this program are limited and so it is important that we set out clear expectations regarding attendance, behaviour and engagement - we require full commitment from both the student and their families to get the most from this tailored program.

We hope to ensure 100% attendance and look forward to receiving regular feedback from students and families.

The Role of Digital Dixons Unity

The aim of Digital Dixons Unity is to provide a high-quality, tailored, virtual tutoring, enabling historic gaps in learning to be closed, ensuring students are supported to reach their full potential in GCSE English and Mathematics.

Student Attendance

- Students have been allocated a subject and time slot based on school preference. It is expected that students can attend all sessions up until the GCSE exams.
- In the event your child cannot attend a session due to illness, please follow Dixons Unity Academy absence policy and report your child's absence in the same way. Please also email your Tutor to inform them. All work will be saved in the students' Team channel so they can catch up independently.
- There is high demand for these sessions. Therefore, if students do not attend without informing their tutor, and are not registered as absent from school due to illness, then the student may be removed from the program and their space re-allocated.
- There are no sessions booked during the school holidays.

Behaviour

We appreciate that after a long day at school students may not be fully focused for learning, and so your child will need your support to make sure that the online sessions are fully productive. Students will need to work in a quiet environment without distraction. They will need to leave their camera on so that the tutor can monitor focus for learning. Phones will need to be out of sight unless they are being used for the session.

- The Digital Dixons Unity program is an extension of our school day, and our behaviour policy applies to all students. All Tutors will follow the school's behaviour policy and feedback will be provided to the point of contact. We look forward to learning about how well our students have engaged with these sessions.

The Role of The Tutor

The Tutor plays a critical role in providing the high-quality, tailored, virtual tutoring to all students. The Tutor agrees to:

- Use their laptop and Dixons Unity Academy email account in line with the school's acceptable use policy
- Deliver high quality one-hour sessions attended by three students of similar achievement levels
- Tailor each lesson to the academic and pastoral needs of the three students in the group
- Take a register at the start of each session and contact the families of absent students following the session
- Track and record the learning progress of students each session using a RAG system
- Track and record the learning progress of students regularly using mini assessments in Microsoft Forms
- Take ownership of both their students' attendance and learning progress
- Provide feedback when requested via Digital Dixons Unity surveys
- Nominate Star Students on a half termly basis

Tutor Attendance

- In the event that your Tutor is unable to attend a session, arrangements will be made to cover this session with another Digital Dixons Unity Tutor. Your Tutor will provide the cover Tutor with your lesson plan and schemes of work. Alternatively, the Tutor may contact you to reschedule to another time in the week .
- Tutor absence is covered only using Digital Dixons Unity Tutors

Feedback

We are keen to ensure all of students get the very best from the Digital Dixons Unity program. We encourage parents and students to provide feedback following your session. Please do so by emailing info@dixonsua.com.

Virtual Assembly - Live Launch

On Thursday 9th February we will give a virtual assembly to introduce Tutors and to answer any questions you may have. This is an opportunity for everyone to understand the commitment to the program and meet the tutors ahead of the program commencing. We estimate a 15 minute assembly to cover all areas including attendance, engagement and protocol.

This is a fantastic opportunity and we do hope you and your child will make the most of it.