

Remote Education Plan R-12 Parent Support



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FROM THE ASSISTANT HEADS TEACHING AND LEARNING (R-12)

Dear Parents and Caregivers,

As we prepare for a remote learning environment we thank you for your ongoing support and patience as we navigate this new Teaching and Learning environment.

We recognise that the establishment of new routines with our families will take time. As parents, you are now taking on a shared role as supervisor of your child while he/she is accessing learning in the remote classroom.

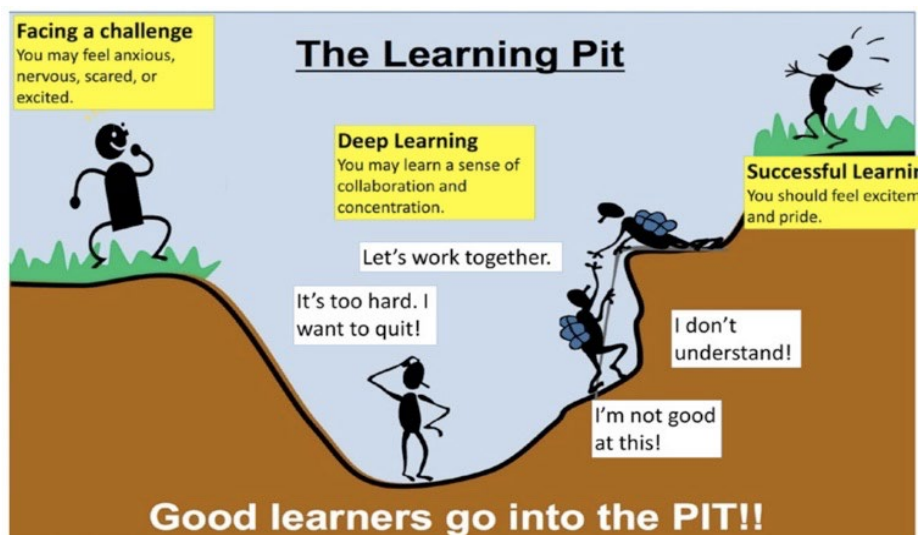
Ways that you can best do this are;

YOUR CHILD'S CLASSROOM

- the physical remote classroom is the table and chair, quiet space, device and learning materials students need to access the daily learning
- whether remote or at school, the 'classroom' is where the teaching and learning relationship lives between student and teacher
- feedback about learning tasks will occur between teacher and student

DO'S AND DON'TS WITH YOUR CHILD'S LEARNING

- Students need to be left to problem solve, find another way, work in the Learning Pit (see graphic below) and develop resilience as a learner, just as they do at school.



- Students need to share their learning with the teacher that is genuinely their learning in draft form, with its mistakes, as this provides teachers with information about what each child's 'next step' is. If parents 'correct' or edit student learning, these crucial next steps will be missed, potentially impacting on future learning growth. We learn from our mistakes.

Please be reassured that we are all in this together. Staff at the College will continue to provide a personalised program of learning to meet the students where they are at with their learning. Our staff are highly skilled at this and do this every time your child walks into the classroom.

The ongoing teaching and learning relationships between the teacher and your child will be assisted through Zoom live conversations and learning conferences. Students will be supported to use Zoom (as many already are) and will know exactly when these are occurring for lesson times via SEQTA for Middle and Senior School students or Seesaw for Junior School students.

WHEN YOUR CHILD IS ON ZOOM WITH A TEACHER:

- Please make sure an adult is in the background for 1:1 Zoom meetings between students and teachers R -11. The exception to this is students in Year 12 who will require parent permission only to participate in 1:1 meetings.
- Please remember that this is a teacher/student learning conference, as would occur if at school, not a parent-teacher interview time. A phone call to the teacher can be booked via email if parents need to talk with the teacher.
- Please ensure there is a quiet space where your child can hear their teacher and others in the class on Zoom. We recommend them wearing headphones.
- siblings of a student should not become involved in a Zoom meeting, unless they need to provide assistance for access.
- Support files for using Zoom are at; <https://www.tatachilla.sa.edu.au/learning/elearning/self-help-information>

Following our student free days between the 6th - 9th April, teachers have been up-skilled and are updating programs to enhance the online learning experience through the agreed platforms for your child from Reception to Year 12. While we cannot recreate the exact same experiences at home as we provide at school to build strong relationships and rich learning experiences, we can build a temporary quality online community of learners from Reception to Year 12 where we are innovative and supportive in finding new, effective and different ways to learn and develop the teacher / student learning relationship.

In Term 2 we will support all students, whether on campus or at home, using the online learning environment and continue to provide personalised, challenging and innovative learning. This opportunity will allow us to focus exclusively on this online mode for delivering the curriculum.

Kind Regards,

Alison Thacker, Caroline Pritchard and Margret Naylor
Assistant Heads of School: Teaching & Learning

SEQTA LEARN



SEQTA is and will continue to be the main source and location of learning materials for students across Years 7 to 12. Students can access this via their 1:1 Laptop. Parents are encouraged to check this location daily so that home support can be provided for your child with materials; learning tasks and meeting deadlines.

Click on this link to learn how to access your child's work on SEQTA and enter Password: Tatachilla;

<https://vimeo.com/400781066>

SEESAW



Seesaw will be the main source of learning materials for students across Reception to Year 6. Click on this link to learn more about how to access learning on Seesaw;

<https://web.Seesaw.me/remote-learning-for-families>

Please note that during remote education, parent comments via the Seesaw Families app (that some parents may be connected to) will be turned off in order to streamline Seesaw as a platform for students to engage in their learning with their teachers. Parents can contact their child's class teacher via email should they need to do so.

ZOOM



Zoom is the School's preferred video conferencing platform. Support files for using Zoom can be found at; <https://www.tatachilla.sa.edu.au/learning/elearning/self-help-information>

See some tips below to help your child prepare for a Zoom meeting;

VIDEO CONFERENCING LIKE A PRO

<p>Place your device on a flat, solid surface</p>	<p>Wear neat and tidy clothes</p>
<p>Sit in front of a wall so your background is not distracting and to protect others' privacy</p>	<p>Log in on time and don't switch on your microphone and video until asked by your teacher</p>
<p>Speak slowly and clearly, and use headphones if you can</p>	<p>Use the Chat feature to ask questions</p>
<p>Mute your microphone when you're not speaking to reduce noise</p>	<p>Remember everyone can read it</p>
<p>Listen respectfully and wait your turn to speak</p>	<p>As a class, choose a symbol to mean 'hands up'</p>

LISTEN, PARTICIPATE & ENJOY LEARNING ONLINE!

CSERMOOCS.ADELAIDE.EDU.AU

STUDENTS LEARNING AT HOME

In order to be fully prepared for learning at home:

- Students need to have all books and equipment with them at home
- Students will follow lessons according to their daily timetable in SEQTA for each day (Years 7 to 12) or the timetable published on Seesaw the night prior (Junior School)
- Students will wear the College School PE uniform when participating in online lessons. Staff will continue to dress in a professional way to allow any video link-ups to be carried out in a suitable manner.

- Students need to have access to a suitable learning environment, with a stable internet connection and little distraction. Their learning space should be in the study, kitchen or lounge area (not be a bedroom or a bathroom)
- Students will complete any set assignments and activities to the best of their independent ability and send the work completed to teachers in the method requested by the due dates given. Middle/Senior School students need to follow the deadline extension process if this is not possible. This can be found on SEQTA (under documents)
- Students will communicate with their teachers to gain help and support when required via email or Zoom.
- Students should complete some physical exercise during the day to boost their mood and take care of their wellbeing, even if they do not have a scheduled PE lesson. (a minimum of 30 minutes is recommended)

TEACHER CONTINGENCY PLANS

It is possible that teachers may become sick or require leave themselves. In order to ensure that learning is continuous and effective, each of our Learning Leaders has nominated deputies to share the responsibility of maintaining the curriculum, with most teams sharing the responsibility for planning curriculum for separate year groups across Reception to Year 12. As far as they are able, unwell teachers or teaching team colleagues or Assistant Heads of Schools will provide learning material within SEQTA or Seesaw for that day.

FEEDBACK AND RESPONSE TIME

Teachers will continue to offer feedback on submitted work in the usual manner. They will respond to emails within 2 working days. We ask for your understanding that teachers are likely to experience an increase in emails during a period of remote learning and that they will aim for this timely response, but that this may not be as swift as usual with a specific response to a student question or query taking priority over other communication via email.

CLICKVIEW



ClickView has relevant, educational content in the form of videos, curated in Australia, who also curate the world's best educational content for all year levels. Content is aligned to the Australian Curriculum. This can be accessed via the web or the app. In Middle and Senior School, students can access ClickView via an icon on their home page.

SOUTH AUSTRALIAN GOVERNMENT WEBSITE



Our Learning SA is a new website that provides learning materials and activities across all learning areas in the Early Years Framework, the Australian Curriculum (R-10) and SACE (Stage 1 and 2). This site offers materials that are appropriate for families as well as resources that are more targeted towards teachers. Most importantly, it has advice on how to begin a routine of home learning.

The new easy-to-use website supports:

- continued learning between school and home
- students with opportunities to work independently
- parents and caregivers with resources and guidance to support learning at home

This space has been created with urgency to support school and preschool communities in this challenging time and will continue to be developed over the coming weeks and months.

The materials can be found at;

<https://www.education.sa.gov.au/our-learning-sa>

READY TO LEARN CHECKLIST

Each sub-school has developed a ready to learn checklist. These are located at the following links;

DOWNLOAD THE REMOTE EDUCATION PLANNING INFOGRAPHIC - JS

DOWNLOAD THE REMOTE EDUCATION PLANNING INFOGRAPHIC - MS

DOWNLOAD THE REMOTE EDUCATION PLANNING INFOGRAPHIC - SS

GUIDELINES FOR LEARNING ONLINE

As we all continue to develop and adapt to our changing world, we think it is necessary to have guidelines as to how to behave when learning from home.

Check in through Zoom:

A simple greeting, such as, "Hi, teacher's name" will do. Be respectful and polite with all online communication. Remember to follow the simple THINK acronym.



Check into SEQTA ahead of lessons to be organised and during your lesson time as this is where all the information and resources will be for the lesson activities or assessment.

Whilst using Zoom, the following conditions apply:

1. REMEMBER that you are in class in the same way you would be at school.
2. DO NOT comment on other peoples' check ins.
3. DO NOT make comments under others' questions, unless you are invited to provide the answer.
4. DO NOT make small chat.
5. If you have the same question, wait for the teacher to respond to the student's question and then you will also see the answer.
6. Use your initiative, if you feel that you cannot work on what is in the SEQTA lesson, then contact your teacher. An efficient way to do this is through a private comment to the teacher in your Zoom meeting forum. While you are waiting for a reply, move onto some other work for this subject or another.
7. Understand that it is very difficult for teachers to communicate with several students all at once. Be patient, be respectful and listen to peers' questions and the answer. It may be the response you need to move on.
8. Zoom meetings that are set up by your teachers are ONLY to be used during your subject lessons. It is NOT to be used for personal conversations.

9. Similarly, you are not to be engaged in any other forms of social chat whilst you are in your virtual classroom. It is too distracting. We ask students to let their teacher know if there are social chats going on outside of the class discussion. Be an upstander and do the right thing. Be responsible for your own learning.
10. The expectation is that all work is completed unless your parents/caregivers notify the College that you are unwell. If work is not completed / submitted without a parent/caregiver notifying your teacher, or a request for an extension form being received and approved, then the teacher will make contact with your parents/caregiver to discuss the non-submission of work.

USING FORUMS IN SEQTA LEARN (FOR MIDDLE/SENIOR STUDENTS)

If enabled in the Application settings, students will have access to the 'Forums' page in SEQTA Learn. Please note that your child will need to be added to at least one forum for the menu item to show. Students can access the forum by doing the following:

1. Select Forums from the left-hand menu
2. Select the forum you would like to access
3. To reply to a comment, type into the message box under the comment (plain text field)
4. To add your own comment, type it into the editor (formatting toolbar show available)

NOTE:

Whenever a comment is added, the participants will receive a notification. Clicking the notification will take the person to the related Forum.

SACE COMMUNICATION

The SACE Board has communicated an understanding that it is a difficult time, in particular for Year 12 students. It has empowered schools to use the flexibility of the SACE to deliver students' learning and assessment and value the professional judgement of teachers to do so. SACE has advised that, in the event of disruption caused by COVID-19, we can consider a range of general strategies to support SACE students in their learning, including:

- adapting forms of assessment
- rescheduling assessments
- changing due dates for tasks
- use of formative evidence (practice tasks)

SACE has emphasised that no student will be disadvantaged by these circumstances and are supportive of our efforts to manage students' learning programs in these complex times. For instance, teachers may consider whether a collaborative task could involve digital collaboration done remotely, or whether a supervised task could be adapted to an investigative task done at home in order to provide students every opportunity for success.

SACE has advised that schools can move or postpone assessments scheduled to take place during a period of disruption, such as a performance or field trip, to a date later in the year, or to decide whether an alternative option is available.

The SACE Board has provided reassuring information for students studying the SACE. These messages and videos can be found at the following link: <https://www.sace.sa.edu.au/covid-19-coronavirus>.

QUESTIONS AND SUPPORT

If students and families require support or have questions about the curriculum, please make contact so that we can assist you. In the first instance we request that you contact the Class or Subject Teacher regarding classwork, learning activities, support for a task and/or assignments.

FURTHER REMOTE EDUCATION SUPPORT DOCUMENTS

The following documents are also available to support parents and students in home learning on our College website;

DOWNLOAD THE REMOTE EDUCATION (PARENT STUDENT GUIDE) >

DOWNLOAD THE AT HOME LEARNING FLOWCHART >

DOWNLOAD THE COLLEGE CLOSED - WHERE TO COLLECT MY CHILD FLOWCHART >

DOWNLOAD THE REMOTE LEARNING TAKE 5 >

DOWNLOAD THE WELLBEING REMOTE EDUCATION PLAN FOR PARENTS >