



Remote and Flexible Learning at School

Dear Parents,

As the media continually reinforces; this is an unprecedented time in history and change is the only constant at the moment! We are beginning a new phase in the Covid-19 landscape with the introduction of learning from home for the majority of students, and learning at school for a limited number of students. Both scenarios are quite different to anything we have witnessed before. We know that change can be painful, but also beautiful, and when we embrace change, we learn and grow from our experience. It will be a steep learning curve for parents, students and staff, and there's sure to be some challenges. Together we will find our way!

We will be implementing some changes this term to cater for those students who will be attending Holy Rosary for onsite learning. Your child is being supervised at school because you are required to work. In the interests of the health and safety of staff, students and families should your working situation change, or you have days off during the week, your child should learn at home. If one parent can work from home, your child should learn at home.

A message from the Victorian Government:

As we act to slow the spread of coronavirus, we have been asked to communicate to students and parents that all children who can learn at home **must** learn from home.

If your child is ill they should not attend school. Students who are sent to school ill will be sent home.

Learning will be identical regardless of where it takes place, so students can easily work onsite or offsite. Please note the following:

- Before Wednesday, please discuss with your child that they will be supervised by a variety of teachers, in a classroom with students, not necessarily from their year level, and not necessarily their own.
- Understand that while we will endeavour to maintain physical distancing we are working with children, and the reality is that physical distancing may not be maintained by students, particularly on the playground. In class, they will be seated 1.5 m from the next student.



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- The first day of Term 2 (Tuesday 14 April) will be a planning day for teachers.
 - On Wednesday 15 April students who are learning onsite will come to school.
 - OSHC will be provided onsite for those students attending school only if it has been booked. Please phone Tila if you need to make a change to your booking.
 - Please arrive at school between 8:35am and 8:50am each morning. For those driving, please approach the school from Derby St, turn into Gower St, and turn left into the church driveway. Here a teacher will be waiting for students. The students will be taken across the crossing to another teacher on the other side of the road. They will be instructed to wash their hands. They will then move directly to the classroom. There will be no before school play. Other play times will be scheduled throughout the day. The driveway is a kiss and go zone which means that parents must not get out of the car under any circumstance. Safety is paramount. This procedure will only be in place for this period of self isolation and if, the system works well.
 - Students who walk to school should wait at the gate for the duty teacher.
 - To assist physical distancing measures, and to help maintain staff health and wellbeing, parents are asked to remain outside the school. The gate will be locked at 8.55am and parents are asked not to enter the grounds. If you need to access the school, call the front office first for access 93769455 or if unavailable, the school mobile 0402955232. (There may be some times when the answering machine is on.)
 - In the afternoon, at 3:20pm students will be taken to OSHC if enrolled, or to the gate to wait for collection if they are walking home with a parent. Students who are collected by car will be taken to the church to be picked up. Please do not get out of your car and do not queue into Gower St. Drive around the block if cars are banked up.
 - There will be a maximum of ten students per class to allow physical distancing.
 - Play times will be supervised but the library, adventure playground and sandpit will remain closed. Children should bring their own games/balls/skipping ropes/blocks to play with at break times. No soft toys are allowed.
 - Students are asked to bring personal sanitiser, where available, and to ensure they have tissues and a named water bottle. Drink bubblers will be closed.



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- Access to staff is via email unless it is urgent. The school answering machine will be on at some times as we will be operating with a skeleton staff. Please contact your child's teacher should you have any issues with your child's learning (or the specialist teacher) or any issues with online behaviour. They will respond to emails within 24 hours, in school time where possible, but not on weekends.
 - Contact with Learning Support Officers may be done via the classroom teacher.
 - Cleaners will continue to provide thorough cleaning of tables and benches, hand rails, door handles, toilets and taps.
 - We encourage you to support your child's learning at home, after school, where possible, particularly in reading, spelling and number facts, and the completion of home chores.
 - Your child's class teacher is your first point of call. Contact them via email for any issues with their learning (or the specialist teacher) or online behaviour issues. For issues of a more serious nature, please contact our school leadership team.

I wish you continued good health and thank you for your ongoing work in our community.

Best wishes,

Christine



Protocols for Remote and Flexible Learning- onsite

Holy Rosary's Goals for Remote and Flexible Learning

1. To enable students to access a flexible learning program that provides continuity of learning between home and school
2. To build staff and student capacity in technology
3. To provide ongoing support for the diverse needs of learners
4. To maintain the ongoing health, safety and wellbeing of staff and students

Holy Rosary recognises that some families will not have access to suitable devices and therefore, provision has been made for students to borrow school devices.

How will my child receive their learning each week?

Each child from Years 3-6 has a Gmail account. We will organise an account for P-2 students who are working at school. Learning will be assigned by teachers via email by 8:30am each Monday directly to their email address. In Week 1 emails will be sent by 8:30am on Wednesday.

How do I access a device?

Your child will be given a school device to borrow. As the device is only to be used for school purposes, it will remain at school.

What online platforms will my child use?

- Email is the primary source of communication.
- Google Classroom is the online learning platform we will use.
- Google Meet will be linked for class meetings and check-ins.
- Our online learning portal, 'The Learning Space', will provide links and learning for students to broaden their experiences.
- Google Drive allows staff and students to share and collaborate work.

How will I be able to access these platforms?

These platforms will be introduced by classroom teachers at different times depending on the needs and ages of students.

Will all the work be on a device?

There will be a balance of work to be completed on a device and work to be completed offline. It is important that students are not on devices for too long so our teachers will provide a selection of both.



How does the teacher determine what will be taught?

Each classroom teacher works collaboratively with their year level team, our Learning and Teaching Leader, Religious Education Leader and Learning Diversity Leader. The content comes from the Victorian Curriculum. Teachers have modified learning experiences to suit the home context.

How much time should my child spend learning in each subject?

The table below provides a guideline set by the Department of Education for non-negotiable learning. We have added Prayer and Religion to suit our Catholic context, specialist subjects in Prep-Year 2 and movement breaks away from the computer.

| Non-negotiable learning | Prep-2 time allocation per day | 3-6 time allocation per day |
|---|---|------------------------------------|
| Literacy activities: reading, writing, handwriting | 45-60 mins | 45-60 mins |
| Numeracy activities | 30-45 mins | 30-45 mins |
| Prayer and Religion (may be integrated in other subjects) | 20-30 mins | 20-30 mins |
| Play based learning/additional learning/physical activity (including specialist subjects) | 30-45 mins | |
| Additional curriculum areas (including specialist subjects) | | 90 mins |
| Movement breaks away from computer | At least 2 x daily in addition to play based learning | At least 2 x daily |

What other tasks could my child be learning or doing?

| Suggested Tasks | |
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| Journal or other reflective task | Journal, make a movie, write or draw about your experiences of living through this time of self-isolation. |
| Household chores | Regular chores and learn new skills. |



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| Practical Tasks | Learning phone number, address, tie shoelaces, how to call emergency services. |
| Other interests and hobbies | Music or sport practice, art etc. |
| Explore The Learning Space | Here you will find a range of exciting videos, links and virtual experiences. |
| Tasks related to specific learning goals | Eg: Learn multiplication facts, spelling, reading fluency, proofreading skills etc. |
| Personal Interest Learning- Learn a new skill or enhance one you already have | Learn to play chess, write stories, make movies, cake decorating, create a blog etc, meditate, learn to ride a bike. |
| Daily act of kindness | Look for ways to brighten somebody else's day. Send a card, make a phone call, write a poem, draw a picture etc. |
| Prayer and meditation | Learn a new prayer, use an app for a meditation, write a prayer, practise mindful colouring. |

I've emailed the teacher. How long will they take to respond?

Teachers are available during school hours, as per a normal school week. They may not respond immediately because they will be working with students online, supervising at school, or planning future learning activities. They will respond as soon as possible, usually within 24 hours.

How much contact should my child expect to have with their class teacher?

Teachers will communicate with students in a variety of ways. This will include regular emails and depending on the age, Google Meet. Our new Learning Space will also provide ways to keep students and families connected.

What do I need to do to support my child's learning?

- Engage in conversation about your child's work.
- Provide headphones, if required (School supplies cannot be shared due to Health and Safety.)
- Support emotional wellbeing by providing time for reflection, play, conversation, chores, physical activity and other hobbies and interests after school and on weekends.
- Check your emails regularly for school communication.
- Keep a regular family routine, as much as possible.
- Email staff if you or your child require support. An email list is provided.



What if my child has additional needs?

Your first point of contact is your child's class teacher. Have a discussion with them and determine how to best support your child. You may also contact Antoinette for further guidance. If your child usually works with a Learning Support Officer and/or Intervention Teacher this will continue in a manner that supports remote learning.

What if the work is too easy or too hard for my child?

Your child's teacher assigns the work for your child and will be aiming to pitch it at the right academic level. For optimal learning, tasks should not be too easy or too challenging but they should stretch your child. If after persisting the task is still too hard, your child should email their class teacher.

What will I do if I have concerns about my child's learning?

Your child's class teacher is your first point of call. Contact them via email for any issues with learning. Contact with Learning Support Officers may be done via the classroom teacher.

What will I do if I am concerned about my child's emotional wellbeing or that of my family?

If your child is feeling stressed or anxious, please encourage them to speak to an adult. They could speak to one of the five people in their personal safety network. They should speak a staff member present at school. They will be encouraged to take some time out, to try some deep breathing or a meditation, or some mindful colouring.

We can help your family in so many ways. You and your child/children are not alone. As Mother Teresa says, "If we have no peace, it is because we have forgotten that we belong to each other". You may need some reassuring words when the going gets tough, a virtual hug, a home cooked meal, someone to pick up some school supplies, medicines or a book to read. Please call or email Chris or Ruth at school and we will point you in the right direction in no time at all! There's a wonderful staff and parent community ready to support your family. And, if you need help to meet the cost of your fees, we can help there, too. Please speak to Christine about this.

How will I ensure my child's safety while online?

- Email your child's teacher if you become aware of inappropriate online behaviour. Do not contact other parents or students in this situation.
- For issues that may impact child safety call Christine 9376 9455.
- The esafety website provides some excellent material to support online safety www.esafety.gov.au/parents



| Role | Name | Email Address |
|------------------------------------|----------------------|---|
| Prep teacher | Megan Tootill | mtootill@hrkensington.catholic.edu.au |
| Prep teacher | Lauren Dow | ldow@hrkensington.catholic.edu.au |
| Year 1/2 teacher | Michaela Mackie | mmackie@hrkensington.catholic.edu.au |
| Year 1/2 teacher | Allison Azzopardi | aazzopardi@hrkensington.catholic.edu.au |
| Year 1/2 teacher | Monica Possee | mpossee@hrkensington.catholic.edu.au |
| Year 1/2 teacher | Emily Barnes | ebarnes@hrkensington.catholic.edu.au |
| Year 1/2 teacher | Clare Hudson | chudson@hrkensington.catholic.edu.au |
| Year 3/4 teacher | Rachel Lewis | rlewis@hrkensington.catholic.edu.au |
| Year 3/4 teacher | Jenna Najman | jnajman@hrkensington.catholic.edu.au |
| Year 3/4 teacher | Evan Cummins | ecummins@hrkensington.catholic.edu.au |
| Year 5/6 teacher | Simon Hanns | shanns@hrkensington.catholic.edu.au |
| Year 5/6 teacher | Bernadette Walsh | bwalsh@hrkensington.catholic.edu.au |
| Year 5/6 teacher | JP Conway | jpconway@hrkensington.catholic.edu.au |
| Music specialist | Stacey Cheeseman | scheeseman@hrkensington.catholic.edu.au |
| Japanese specialist | Pippa Murray | pmurray@hrkensington.catholic.edu.au |
| PE and Art specialist | Andrea Durand | adurand@hrkensington.catholic.edu.au |
| Science specialist | Jodie Donaghey | jdonaghey@hrkensington.catholic.edu.au |
| Super Readers General Wellbeing | Ruth Keily | rkeily@hrkensington.catholic.edu.au |
| Intervention Teacher | Julia Purcell | jpurcell@hrkensington.catholic.edu.au |
| Religious Education Leader | Sonya Brennan | sbrennan@hrkensington.catholic.edu.au |
| Learning Diversity | Antoinette Guiffrida | aguiffrida@hrkensington.catholic.edu.au |
| Deputy/Learning and | Maria Sedunary | msedunary@hrkensington.catholic.edu.au |



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| Teaching | | |
| Principal | Christine Shaw | cshaw@hrkensington.catholic.edu.au |
| Parish Priest | Fr Hien Vu | flemken@cam.org.au |
| Accounts | Lynette Walsh | accounts@hrkensington.catholic.edu.au |
| Office Staff | Nadia Maiorano Anne Burke | frontoffice@hrkensington.catholic.edu.au |