



Tuesday, 24 March 2020

Dear College Families,

We are committed to supporting each family through this pandemic. Learning is important for students, and their well-being is also important as we move to a 'learning from home' platform. The transition to online learning may be challenging for families. You will need to think differently about how to support your child/ren; how to create structures and routines that allow your children to be successful; and how to monitor and support your children's learning. Some students will thrive with learning from home, while others may struggle.

Please understand that your child may complete their learning tasks in less time than they would in a day in the classroom and that this is OK.

The ten guidelines provided below are intended to help parents think about what they can do to help their children find success in a home learning environment.

1. Establish routines and expectations

Parents need to establish routines and expectations for learning at home. The Primary Years teachers will be posting a daily task overview (with suggested time allocations). This will be posted as a Task on Canvas and students will be able to submit their required work through Canvas. Please support your child in dedicating time to each task throughout the day while also allocating time to move regularly and take periodic breaks.

2. Define the physical space for your child's study

Your child may have a regular place for doing home learning under normal circumstances, but this space may or may not be suitable for an extended period of time. We encourage families to establish a space/location where their children will learn most of the time. This should be a public/family space, not in a child's bedroom. It should be a place that can be quiet at times and have reliable Internet connection. The space should allow parents to monitor their children's learning.

3. Communication and Feedback

Each day, classes will have a Canvas Discussion Board created during school hours. This platform may be used for requesting assistance from peers and their teachers. If further clarification is required, students may contact their teacher directly via email using their NWCC email accounts or Canvas. Teachers will monitor submitted work and provide feedback to students, however; work will not be marked in the same manner as would take place in the classroom.

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4. Begin and end each day with a check-in

Parents are encouraged to start and finish each day with a simple check-in. In the morning, ask what your child's timetable is for the day? How will they spend their recess and lunchtime breaks? What resources do they require? What support do they need? In the afternoon ask questions such as: what did you learn today? What went well today? Do you need to ask your teacher for something? Do you need help with something to make tomorrow more successful?

5. Take an active role in helping your children process and own their learning

In the course of a regular school day, your child frequently engages with other students or adults. These social interactions include turning to a peer to exchange a thought or idea, participating in small or large group discussions, asking questions for clarification, collaborating on group projects, and countless other moments. While some of these social interactions will be re-created via online learning tools, others will not. Human beings learn best when they have opportunities to process their learning with others. Be the person to engage with them about their learning.

6. Establish times for quiet and reflection

While circumstances change, God doesn't. He remains loving, sovereign, trustworthy and good. He is our rock and our fortress. Students might like to use one of these scriptures - Psalm 23; Psalm 27; Psalm 46; Romans 8:31-39; Philippians 4:6-9; 1 Peter 5:6-7. Chapel and devotions will also allow time for student reflection.

7. Encourage physical activity and/or exercise

Make sure your children remember to move and exercise. This is vitally important to their health, wellbeing, and to their learning. The College's physical education teachers will recommend activities or exercises, but it is important for parents to model and encourage exercise! Think also about how your children can pitch in more around the house with chores or other responsibilities.

8. Remain mindful of your child's stress or worry

Talking to your whole family about what is happening is helpful. Understanding the situation will reduce their anxiety. Your role in simply listening and being available to pray with your child can't be overestimated. It is incredibly important! Listening is a beautiful gift in a busy world. In listening we show God's love in a real way.

9. Monitor how much time your child is spending online

We do not want students staring at computer screens for 7-8 hours a day. Daily set tasks should not exceed 5 hours. Although tasks are set and submitted online, students are not limited to completing activities on their devices. For example, a writing task could be written on paper and then a photograph could be submitted to Canvas.

10. Keep your children social

The initial excitement of learning at home might fade quickly when students start missing their friends, classmates, and teachers. Facilitate safe ways for your child to connect with their friends, family and community during this time, e.g. calling a grandparent or friend, writing a thank you letter to doctors and nurses

The Esafety Commissioner has provided the following advice to parents:

[COVID-19: an online safety kit for parents and carers](#)

Student responsibilities during remote learning

- Following the normal timetable to keep a routine for learning
- Start each lesson by accessing the relevant Canvas course
- Most lessons will require students to show their learning. Some examples include uploading a photo of their workbook, a screenshot of their work, contributing to a discussion forum, uploading a document, etc.
- Identifying a safe, comfortable, quiet space in their home where they can work effectively and successfully
- Regularly monitoring email and Canvas for announcements and feedback from teachers
- Completing tasks with integrity and academic honesty, doing your best work
- Doing their best to meet timelines, commitments, and due dates
- Communicating proactively with their teachers if they cannot meet deadlines or require additional support
- Complying with the College's online behaviour policies
- Seeking out and communicating with school staff as different needs arise.

Yours sincerely,

Tara Waller
Head of Primary Years