



Learning from Home: Guidelines for Families of Ironbark Ridge Public School

(prepared in line with Department of Education procedures 1.4.20)

Introduction

Ironbark Ridge Public School has moved to 'Learning from Home' and online learning platforms for students. Teachers are developing lessons and assignments as well as providing communication and feedback via Seesaw (K-2), Microsoft Teams (3-4) and Google Classroom (5-6). In addition, from Term 2 2020, students will participate in interactive lessons via Zoom Video Conferencing. In order to engage with this platform, students and parents must agree to the Department of Education's guide on 'Student Use of Digital Devices and Online Services'. Please reference the link below:

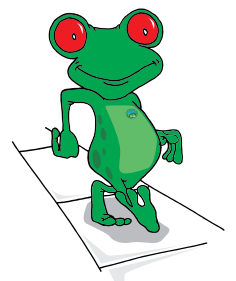
<https://policies.education.nsw.gov.au/policy-library/policies/pd-2020-0471>

At Ironbark Ridge Public School, we understand that flexibility is the key to working with our families and students as we begin our 'Learning from Home' journey. At this challenging time, many parents will be balancing working from home, whilst supporting their children with learning.

For Department of Education remote learning guidelines for students and parents, please refer to:

https://education.nsw.gov.au/content/dam/main-education/teaching-and-learning/curriculum/learning-from-home/media/documents/Remote_Learning_Guidelines.pdf

<https://education.nsw.gov.au/teaching-and-learning/curriculum/learning-from-home/advice-to-parents-and-carers>



How to create an optimal learning environment at home

Try to create a quiet and comfortable learning space. Your child may already have a regular place for doing homework under normal circumstances, but this space may not be suitable for working in for an extended period of time. A space/location for extended learning should be a public/family space, not in a bedroom. It should be a place that can be quiet at times and have a strong wireless internet signal, if possible. Above all, it should be a space where you or another adult is present and monitoring your children's learning.

It is important to provide your child with a proper desk/table and quality seating that allows your child/ren to be comfortable when learning. We discourage the idea of lying on a bed or sitting in front of the television. Please ensure that if using an iPad/tablet device, all notifications and auto corrections are turned off as expected during school time and in line with school and Departmental policy. Headphones are highly recommended for children.

Please be aware that the time required to complete tasks at home may vary to the time required to complete similar tasks at school. Each child works at his/her own rate. Teachers will aim to cater for this, and over time our ability to deliver 'differentiated' learning opportunities for our students through this *Learning From Home* medium will improve. The professional culture that exists within Ironbark Ridge teaching teams encourages constant development and advancement of every teacher's skills, performance and impact on learning.

Students will be required to engage in a variety of tasks which will involve independent work, collaboration with peers and activities with family members. Students will be required to complete work in written form, orally, photos, videos and design and make tasks. Please encourage your child/ren to think deeply and respond rather than rushing to complete their work.

Planning your child's day

Set regular hours for learning that suit the learning schedule provided to you by the school. Where possible try to maintain normal school hours such that your child/ren begin learning at 9am and conclude at 3pm, with breaks at 11am and 1pm strongly encouraged to balance work and play. Maintain regular sleep routines and include regular exercise and periodic breaks.

Familiarise your child with the activities for the day and seek clarification when needed. Assist your child to organise the resources he/she needs. It is important that parents support us in establishing these expectations. If you need any flexibility with these arrangements, please liaise with your child's class teacher.

Teachers will upload work with clear instructions, expectations and time frames. Students should attempt as many tasks as they are able, each day. They should not rush their work. It is not a race.

Attendance at school during 'Learning from Home'

During the current *Learning from Home* period our teachers are spending considerable amounts of time each day trying to connect with students. Participation in learning activities each day is the responsibility of our families, just as attendance would be on a regular school day.

On a daily basis, students must engage with the learning activities via the online platform, and teachers will be making a judgement about whether each student has been present or absent. In some cases where students are completing Learning From Home via offline materials, families will negotiate alternate arrangements for verification of engagement in the learning, and thus 'attendance', with their classroom teacher.

Feedback from teachers

Teachers will provide feedback on a regular basis, during school hours. Please be mindful that teachers are feeding back to a whole class and feedback will not be instant. Teachers will communicate with students via respective online learning platforms, including regular video conferencing. All school and Department policies regarding technology apply during this time.

Positive behaviour for online learning

Digital citizenship begins from an early age. Students must be explicitly taught appropriate behaviours in a range of online situations and with different electronic devices. Use of digital devices and online services in school and while Learning From Home is intended to enhance learning, wellbeing and educational attainment. Digital devices and online services can help students develop the skills needed for digital literacy, creativity, critical thinking, problem solving, interpersonal relationships and collaboration.

Parents and carers will support the implementation of these Ironbark Ridge Guidelines, modelling the behaviours that underpin the safe, respectful and responsible use of digital devices and online services. They will assist their child(ren) in meeting the *Expectations* as outlined in the poster (Appendix A).

Video-Conferencing: Parents may assist their child(ren) in setting up the technology to support video-conferencing, however they are requested not to join any group/class chats being moderated by the teacher. No one-on-one chats will be conducted between a student and teacher. Parents and carers are to ensure a plain wall or backdrop is provided close behind the student in the video-conference to ensure distractions are minimised and home details concealed. At no time will recording of video be allowed by any user.

Student Wellbeing

The wellbeing of our students and families is our highest priority. Being confined to home for an extended period of time can cause stress and conflict. Tips for looking after your children during isolation include:

- Talking to your whole family about what is happening. Understanding the situation will reduce their anxiety.
- Helping your children to think about how they have coped with difficult situations in the past and reassure them that they will cope with this situation too. Remind them that usual life experiences should resume in a few weeks.
- Exercise regularly. Options could include exercise DVDs and websites, dancing, floor exercises, yoga, walking around the backyard or using home exercise equipment, such as a stationary bicycle, if you have it. Exercise is a proven treatment for stress and depression.
- Encourage your children to keep in touch with family members and friends via telephone, email, video-conferencing or social media (where appropriate).

Please advise the school if you require additional support. We have a range of resources and agencies that we can refer you to.

Conclusion

The school will continue to provide clear, ongoing and regularly updated communication to the Ironbark Ridge Public School families.

It is essential to maintain your connection with the school.

Our aim is to ensure that everyone within our community feels connected, supported, and confident.

Every teacher connecting with every child every day - even if it is just to say "Hi!"