Remote Learning: K-6 Parent and Student Guide

Welcome to Remote Learning. We understand that each child will react differently to this new situation and realise that there may be varying degrees of challenge for families for a number of reasons. Please don't compare and stress; the reactions to this big change are 'normal' and absolutely fine. Your class teachers hold the wellbeing of their students above all else, and we will all be working to help in any way that we can.

Teachers at Pittwater House have spent a great deal of time creating innovative and educational programs for students. Whilst the teachers are the people who make these lessons engaging and fun, they have gone to great lengths to digitalise their lessons in order to make them effective.

Some children will love the adventure of something new and enjoy this different delivery of learning, others will find the change to routine very daunting and upsetting. Not seeing their friends or teachers face to face will be a challenge for all children. The connection our children have with their School family is precious and they learn together in a supportive environment every day at School. Although we can't replicate the physical environment, we will try our best to deliver engaging learning experiences. As teachers we understand that our students will respond differently to the situation our aim is to continue to provide a valuable learning experience to our students.

Communication From Your Teachers

The two learning platforms for the Junior School will be Seesaw (Years K-2) and Canvas (Years 3-6). Students need to ensure that with all communications they are using the usual school formalities and protocols.

Learning Tasks

Teachers will be using learning tools with which students are familiar. We will not be asking students to start using technology that they have not had demonstrated to them or with which they are unfamiliar.

Attendance Expectations

The expectation is that students will be following their normal daily timetable. Therefore, students need to be logged into Canvas or Seesaw by 8.30am and engage in the learning activities in line with timetabled classes. Because students will be 'in class', the roll will be marked each morning through teacher interaction, and students are asked to dress in either their sports uniform or school uniform for the time they are working on their remote learning. Teachers will be monitoring engagement in the learning activities throughout the day using either the discussion tools or task submissions. This will provide teachers with evidence of student attendance.

General Digital Etiquette

- Teachers may not be able to respond instantly to students. They may be dealing with other students or other responsibilities which require their attention.
- There may be problems with technology, internet connections or other unforeseen circumstances. Should you have a problem, please email support@tphs.nsw.edu.au and we will endeavour to solve the issue as soon as possible.

The Pittwater House Schools Ltd.
t 02 9981 4400 | f 02 9971 1627
www.pittwaterhouse.com.au

PO Box 244 Manly NSW 1655
70 South Creek Rd Collaroy NSW 2097
ABN 87 000 655 845 | CRICOS 00897J

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- Be a good digital citizen. Be respectful and considerate to all involved.
- Do not expect teachers to respond to emails or be on Canvas outside of School hours. They will respond to questions sent in the evening on the following day.

Online Safety

- Don't accept invitations to groups or online chats unless you have been given instructions to do so by the teacher.
- If you have any on-line conversation that makes you feel uncomfortable don't hesitate to contact your class teacher. Provide a screenshot if possible.
- Never post personal details on any online forum.

Suggestions for Learning Remotely

This is a new situation for everyone, including the teachers. Managing remote learning has some known challenges, but flexibility on behalf of all parties involved is going to be necessary. Patience and understanding are going to be needed as this develops and the issues are identified and ironed out.

Remote Learning for Years K-2

The teacher of your child's class is planning to set daily activities via Seesaw for your child to complete. We are planning to write and/or record, to communicate with our students so the language we use will be for them. Classes will follow a revised timetable so that grade class teachers can work together and support one another, as well as give you the opportunity for some flexibility with what activities they cover, when. However, the teachers will cover all the lessons that we usually teach in a school week.

We know that some of you will be working from home and may find it challenging to sit with your child every day to guide them through each and every task. Our aim is to support and to try to create a daily routine for your child as they are used to routines and may find comfort in this. Some activities will require explanation, particularly in the younger grades, but we will also set tasks that will repeat each day which will allow students to work with some independence. Your teachers do not expect perfection from any task, we expect mistakes and encourage students to have a go and get it wrong; this is how they learn.

We are aware that you will not have access to the same resources we have at School and may not have access to a printer at home so will try to provide alternatives and are happy for you to be creative. Your children can help too – writing words on scrap paper and cutting them out to make their own word cards is a useful activity. (They don't need to all be identically formatted, laminated and printed, they will work just as well if they are homemade). For example, shoelaces work well for threading and if you don't have beads, Cheerios or tube pasta make an easy alternative. We may ask children to explore their toy boxes too and think of alternative ways that they can use their toys. Basically, your teachers are happy for you to be flexible and will try to set several tasks to fit with what you may have to hand at home, so please do not feel that you need to produce a replica of our classrooms.

Learning in K-2 is active, noisy and fun. In an average 50 minute lesson, teachers spend approximately 20 minutes explaining a concept or skill and working with the class in a variety of interactive ways, the next 10 minutes is devoted to working on examples together or sharing ideas before sitting to work with a partner or alone for 20 minutes. Please do not expect your child to sit for an hour to work on any piece of work. Working in a 1:1 situation, children will get through the activities at a much faster rate. Allowing time to move, play and rest are very important. We always move between tasks (and sometimes during) and it will be more important in this changed situation.

Communication with teachers is going to be key to providing an optimal learning experience for your child. If you have a question, please be in contact with your teachers and we will do our best to answer with clarity or to make adjustments to tasks as needed.

Remote Learning for Years 3-6

Normal Timetable
As mentioned, following your child's regular School timetable will maintain familiarity for the students and will also help them to function in a way that will help them manage their time and complete a certain amount of work within a given timeframe.

Workspace
We recommend that each child creates a workspace that is free from clutter and distractions. They need to work where they and their screen is visible; a central location in the home is best and never in their bedroom. It is important that children have their basic stationery items available to assist in completing work.

Technology Management
In the classroom environment, your child uses their computer under the safety of the school's security system and also the eyes of their teacher. The internet can be both an asset and a distraction and we recommend that you monitor your child's computer use and ensure that the rules of appropriate use of technology are adhered to at all times.

Communication with Teachers
Teachers will be providing a range of opportunities to communicate with your child. This is important to maintain a relationship with their teacher and to also feel a sense of belonging. Their classroom environments and their teachers are a large part of your child's life and they will quickly miss the daily contact they had with teachers and friends. Please contact your teachers directly if you or your child have any questions or concerns. Our usual 48-hour response time to emails will not apply in this situation but we request that you exercise patience in response time. Teachers will do their best to communicate with all students and parents in their class.

What Technology Will be Used at Home and Management of the Technology
- Students will need access to a device. This will be easier for Years 5 and 6 who have a device they bring to school.
- No new software will need to be downloaded or purchased. The students all have access to Canvas from Years 3 to 6, and Seesaw from K-2. In Years 3-6, although the teachers may also use products such as Language Perfect, ClickView and other e-learning products, Canvas will remain the central point for all instructions and the organising of lessons.
- The stronger the internet connection, the smoother the experience will be. At a minimum, putting students in a location in the house that has a strong Wi Fi signal will be of benefit.
- Parents should discuss with students how the work is getting to them from the School, how the logistics of the process is working and assist in making sure their child understands the process well. Any problems should be identified and communicated with the School.
- The School's IT Department will be available in some capacity (whether they will be on-site or working remotely will depend on Department of Health advice). Please contact support@tphs.nsw.edu.au if you have problems logging in or navigating the school systems.

Ref: RMA/CO