

Advice to Parents and Students: Proposed Plan as at Tuesday 24 March 2020

The Government and Department are encouraging you to keep your child at home from Tuesday 24 March to contribute to supporting the community response to COVID-19. The school's doors will remain open for those students whose parents are in the essential services or who are vulnerable.

The following arrangements are in place to enable students to learn from home.

Attendance and Roll Marking for Students at School

- Rolls will be marked each period by supervising teachers. Texts for absent students will not be sent during this time, but you can monitor student attendance through our Parent Portal. A further communication will be sent to all parents this week reminding you of the schools communication resources, including a repeat of instructions for accessing the Parent Portal.

How will NBSC Cromer Campus facilitate Learning from Home?

- Timetabled lessons will proceed online and this will be the only mode of lesson delivery for all students, whether working from home or at school, this includes senior cross-campus lessons.
- All classes have an online learning platform. This could be Google Classroom, Microsoft Teams, or similar. Students are to use this online platform to complete their learning activities and communicate with their teachers. Teachers are unable to reply individually to emails, as their focus will be teaching via the online learning platform.
- Student questions regarding assessment should be asked directly through the class online learning platform.
- Video conferencing tools are being explored but may not be used straight away. Communication regarding these technologies will occur after processes have been put in place for their use.
- Examination style (in-class tasks) will NOT be held onsite for the remainder of Term 1. These tasks may proceed in an alternate format and students must ensure they understand the changes. All information about assessment tasks will be communicated by class teachers via the online learning platform.
- Learning Support structures will continue, albeit with adaptations. Disability Provisions processes will have more limited application in Learning from Home, because there will be fewer examination-style tasks.
- Student wellbeing support structures will also be adapted by our Wellbeing Team. This will be communicated as soon as possible.

- Technology support is available. Please complete the form found at our online school library. <https://cromerlibrary.wixsite.com/home/flexible>

How can students make the most of Learning from Home?

Students must know their teacher's Google Classroom code, and/or other online learning platforms. Students must check their Department of Education email for this information.

Students are to:

- Organise their physical space at home. Make sure the space for learning is neat and tidy.
- Use their timetable to be organised and ready to learn at the timetabled time.
- Take the initiative with their learning – it is up to students to make this work as best as possible.
- Complete tasks with integrity and academic honesty. Students are to do their best work.
- Meet timelines, commitments and due dates. Students are to communicate proactively with their teachers if they cannot meet deadlines or require additional support.

How can parents help?

- Set clear and positive expectations that learning will continue at home. Please understand that Learning from Home cannot look the same as the regular learning process.
- Make sure you have access to your child's school timetable. Your child's timetable can be accessed through our schools Parent Portal. This is to ensure your children are ready to learn at the scheduled time.
- Ensure that sleep patterns and morning routines are regular and structured.
- Manage your children's phone/s during lesson times. Phones are a distraction and parents will need to help manage this, by considering steps such as physically placing phones away during timetabled lessons.
- Clarify with your child exactly when assessment tasks are due and ensure your child's on-line submission.
- Make changes to your home so that there is a clear and organised space for learning. An ideal space/location for extended learning should be a public/family space, not in a bedroom.
- Please do not directly interact with Google Classroom (or other online platform), as this is a student learning space.

What is the Department of Education doing to assist with Learning from Home?

- The Department's [Learning from Home website](#) has many resources. Parents are welcome to access these resources to assist the learning from home. The Department will provide updates on future developments, which we will share through email.
- A one-page document titled [Remote Learning Guidelines for Students and Parents](#) provides useful tips.

What if my child needs to come to school?

- The Premier of NSW has strongly encouraged families to keep children at home. If this is not possible, our site will be open with staff present to supervise students' online learning.
- Social distancing guidelines will be strictly applied. This means students attending school will NOT experience a regular school day. It is highly likely that outdoor spaces may need to be used for students undertaking online lessons. Students will need to prepare for this - ie, dress warmly on cold days. Playground areas will be limited and students assigned to a particular area.
- Students must bring their own food. The canteen is closed.
- Extra-curricular activities will not take place, and the site will close at 3.00pm.

FAQs

1. What will happen to the HSC this year?

NESA is meeting today (Tuesday 24 March) to discuss the ongoing learning of senior students, particularly in the context of the HSC.

2. What if my child needs a textbook or other hard-copy resource?

The school site remains open. If you need to access resources from the school, please email your request to the relevant Teacher first so we can have the correct resources ready for you to collect from Reception in A Block.

3. What if I need to contact a Deputy Principal or Head Teacher?

Please contact the school via the school email (nbsccromer-h.school@det.nsw.edu.au) and state in the subject line the person's name, or role that you wish to contact (eg, ATTN: Deputy Principal Year 7).

4. What if my child finds the work too difficult?

The online platform is the "classroom" - students are encouraged to ask questions and ask for assistance through this platform.

5. What if my child needs additional support / modifications to access learning?

Learning for students with adjustments should continue with students following their current learning plans as much as practicably possible.

6. What if my child needs extension work?

The online platform is the "classroom" - students are encouraged to write questions and ask for assistance through this platform.

7. What if I need to speak with a Year Adviser?

Year Advisers are accessible via email.

8. How can I access the Teacher Librarians for support with research?

The school has just published a link to our school Library <https://cromerlibrary.wixsite.com/home/flexible>

9. What if there is "group work" in the subject my child studies?

Teachers will determine the nature of this task and alternatives may be considered. Students should communicate with classroom teachers through their online learning platform.

10. What if my child does a subject with practical work?

Teachers are investigating all options in regard to practical work. We understand that there will be changes and adjustments as we navigate Learning from Home and teachers will provide more advice about practical work as it becomes available.

11. Will every subject/teacher be using the same online platform?

While Google Classroom is the most popular platform, some classes operate within other platforms. Your child has received information from their teachers about the platform being used and how to access it.

12. Will the canteen and uniform shop be open?

No, both are closed. The canteen will be closed in line with Department of Education advice to create social distancing.

13. Will school bus services continue to operate?

At present, morning and afternoon bus services will operate as normal. Our NBSC college bus, used to transport students between campuses during lesson times will no longer operate as all lessons are now delivered on-line.

14. What about extra-curricular activities?

All extra-curricular activities have been cancelled until further notice. There are no exceptions to this.

15. What if I don't have access, or have limited access to technologies (ie computers/internet) at home?

Please contact one of our Deputy Principals at the school, by phone 99811155 or by email nbsccromer-h.school@det.nsw.edu.au outlining your limitations. The school has some resources to assist and the Department of Education is working to ensure remote access is possible for all students.