

# REMOTE LEARNING PARENT SUMMARY

## INTRODUCTION



Kinross Wolaroi School has a detailed plan for the continuation of Teaching and Learning and our teachers will continue to provide instruction for all learners.

A teacher/parent partnership is necessary in order to engage in remote learning and to access online resources.

This document outlines the way instruction will be provided and the role of the teacher and parent in this plan.

KWS will continue to provide updates as required.

## ROLE OF THE TEACHER

Your child's teacher will communicate regularly and provide learning opportunities for students. This will be done in a variety of ways using platforms such as Frog.

Because of the varying developmental needs of our students, plans will be tailored to best meet their requirements.

## ROLE OF THE PARENT

At KWS we have always emphasised the teacher/parent partnership. When using remote learning, the role of the parent changes. While we want students to develop their independence, remote learning may require greater parental support than normal homework. We understand that many families have more than one child to assist with remote learning and that can be challenging.

Remote learning is different to a normal school day and provides its own set of issues but we will strive to create the best learning experience for your child.

## PARENT SUPPORT

Review remote learning tasks and activities with your child.

Designate a place in your home so your child can work independently on his/her assigned tasks and complete independent reading each day.

Contact your child's teacher via email if you or your child have questions and/or if your child needs extra help and support.

## REMOTE LEARNING

The School is using the Microsoft Office 365 Suite of products, centred on Teams, SharePoint and OneDrive.

The focus is on a simple delivery of content in this first phase of remote learning.

Examples of remote learning might include:

- Assignments and activities posted in Class Teams
- Videos and video lessons made by teachers
- Offline learning, such as reading or completing projects.

Conferencing will commence in Term 2 if school closures are extended.

## STUDENT REMOTE LEARNING CHECKLIST

To work effectively during remote learning we recommend our students have the following:

- A laptop or desktop computer for Years 9 – 12
- An iPad or tablet for students in Years K – 8
- Internet access
- A quiet place to work

# REMOTE LEARNING PARENT SUMMARY

SUPPORTING YOUR CHILD AT HOME WITH THEIR LEARNING



KWS is committed to offering instruction, resources, subject-specific task descriptions, assessment task notifications and explanations and feedback through remote learning.

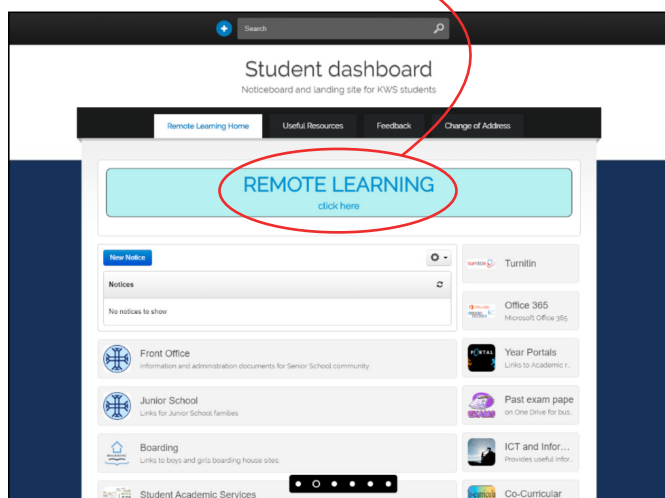
Teachers will be providing information/resources and class tasks and activities for students to access remotely through MS Teams.

All feedback will be provided through OneNote, Frog or email.

**Login to Frog on:** <https://frog.kws.nsw.edu.au/app/login>

## How will my child access instruction, activities, tasks and resources for each of their subjects?

There will be a Tab on the Student Dashboard that says Remote Learning – Click Here.



Students should click onto this tab and from here they will be able to navigate their way to individual Class Teams for each of their Subject Classes.

Each of your child's teachers will keep the Class Teams folders updated with instructions and resources and class tasks and activities.

## How should my child organise his/her day while away from school?

For each of their subjects, students should access the class folder and then work through the tasks and activities set by their class teacher.

It is recommended that students follow a schedule that follows as closely as possible their normal school timetable.

## What should my child do if he/she does not understand sections of the task/work that have been set?

Teachers can be contacted via email during normal school hours and will endeavour to be available to provide feedback during the time that they would normally be timetabled to teach your child. Students can expect a response within 24 hours. Teachers may also provide group feedback via the class folder.

If your child is struggling to complete a task/activity and cannot make contact with his/her teacher, your child should do his/her best and then move on to complete work in a subject for the next period. However, students are encouraged to try their best to complete all work set. If the work is a series of questions or tasks, students should simply move onto the next question/task that they are able to complete.

Once the teacher has responded via email, your child may be able to revisit the task/activity and complete it.

## My child has a 'hand-in' Assessment Task due but the school is closed – how do they hand it in?

Students can submit Assessment Tasks by the Assessment Task deadline electronically. Tasks should be sent via email to their class teacher with the Head of Department and the Director of Studies copied in.

How to access contact details for staff on FROG and a list of the Heads of Department are attached at the end of this document.

# REMOTE LEARNING PARENT SUMMARY

## SUPPORTING YOUR CHILD AT HOME WITH THEIR LEARNING



### How does my child access feedback on work that they are completing?

Teachers can be contacted via email and will be available to provide feedback during the time that they would normally be timetabled to teach your child. They may also provide group feedback via the class folder.

If your child emails the teacher and attaches the work for which he/she would like to receive feedback, the teacher will offer the feedback in the form of an email or attachment to an email either during their normal timetabled time or later in the week.

In some cases, feedback might be available from the class folder via FROG or OneNote.

### What if I have a question?

If you have a question, as per the usual protocol, you can email your child's teacher. Contact details of the academic staff can be accessed through FROG.

### How can I support my child at home with their learning?

Make sure your child has a quiet, well-lit, distraction-free place to study that's stocked with supplies. Distraction-free means no phone, TV, or websites other than homework-related resources. Be sure to check in from time to time to make sure that your child has not got distracted.

Encourage your child to try their best to work through problems. If they still need help, their teachers will be able to advise and/or recommend other resources.

Help your child get organised by making prioritised daily to-do lists, and to study in a well-lit, quiet, orderly workspace. You can remind your child that when it comes to studying, multitasking is a time-waster. Working in an environment free of distractions like TV and mobile phone works best.

Encourage your child to follow their daily Timetable in organising their study days – this will ensure that they are able to email their teachers with any questions and break the day up into manageable chunks rather than spending too long on one subject.

You can also help your child with their studying and learning by asking them to explain to you what they have been working on.

### My child is in Year 12, what additional resources can he/she access to help support the learning?

In addition to the work set by their teachers, students should be accessing online past papers to practise their examination skills:

<https://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/resources/hsc-exam-papers>

Students should have a go at the Multiple Choice Past Papers for their chosen subjects and access feedback:

<https://studentsonline.nesa.nsw.edu.au/go/mcq/>

### Suggestions for you to share with your child

- **Create a study schedule** which closely maps the hours you would otherwise be in school. During these hours, ensure that the only windows or software products are ones you would otherwise use at school.
- **Do not forget to write by hand** - it is vital that you take time to put pen to paper. You will be able to complete a lot of the work that is set offline.
- **Schedule breaks** - For senior students (Year 11 and 12) it will be easy to fall into a pattern of staying at the same desk well into the evening, for example, practising past papers. Schedule breaks to go for a walk; watch TV or spend time with friends.
- **Find a study buddy** - throughout the school day you're constantly interacting with your peers. Whether this is sharing a joke, a concern or a study tip, this interaction is essential for keeping you grounded during this time. Not being at school does not mean that you cannot keep in touch with friends - try to find someone to connect with on a daily basis (either virtually or by phone).

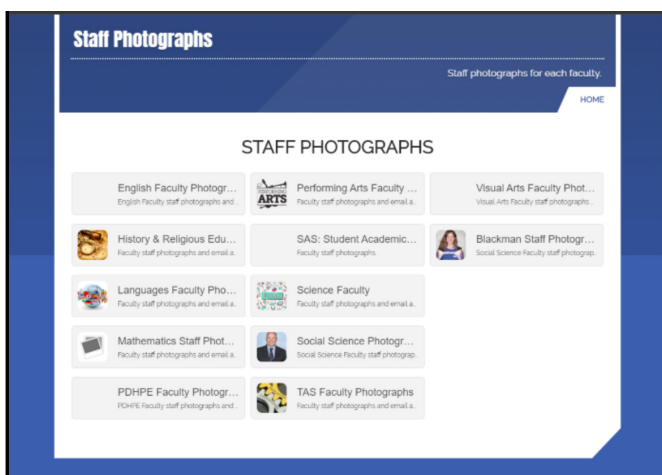
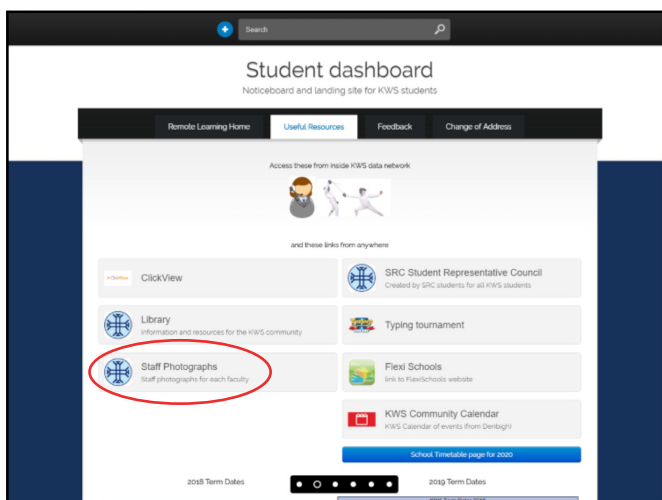
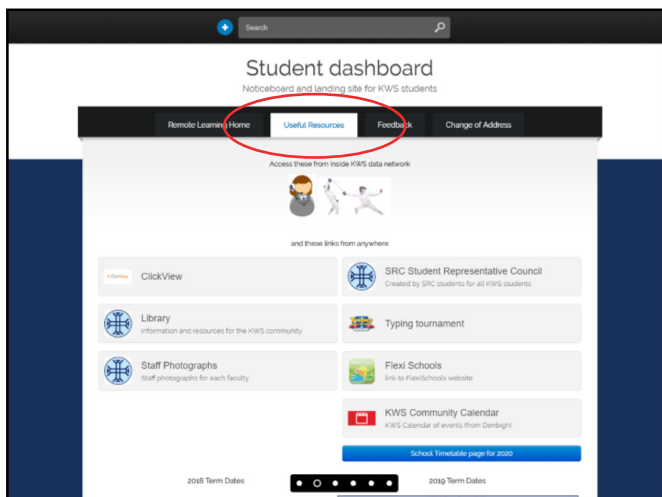
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## STAFF CONTACT DETAILS



To find staff contact details on FROG please visit:

- Student Dashboard
- Useful Resources
- Staff Photographs
- Click on the Subject Department



## Contact Details for Electronic Submission of Assessment Tasks - Heads of Department

Maths - Ben Doyle  
bdoyle@kws.nsw.edu.au

Science - Catherine Litchfield  
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Director of Studies – Lucy Collett  
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Head of Teaching and Learning – Serena Lewis  
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# REMOTE LEARNING PARENT SUMMARY

## TIPS FOR COPING WITH SLOW INTERNET



With so many people working and learning from home, internet services will sometimes be under strain. If you have already had slow or inconsistent internet this may be accentuated right now. We know that this will be an issue for some of our students.

You can try different ways to learn online when you can't trust your internet connection. In fact, with enough preparation and innovative solutions, you can access everything you need offline. Here are some ways you can still study even with a fluctuating internet connection.

### 1. Download study materials.

If you can download your study materials, make sure to do so as soon as you've received the Class Folders with the work. If your internet connection at home fluctuates, take a trip to the local library or a friend's house that has a strong internet (remember to maintain social distancing).

### 2. Strategically create a storage system.

To keep yourself organised, set up a system of files and folders based on your classes. This will ensure you can access documents quickly and easily once you've started studying.

### 3. Let it buffer

If a video you are trying to watch is slow to load or keeps pausing to buffer, take a short break for a snack or walk outside while you wait for it to load.

### 4. Back up!

Make sure to back your files up. This way, in case your hard drive fails, you won't lose all the materials you need as well. You will be able to save your work in your online folder, which is a safe location. If you are working offline, regularly save to your device.

### 5. Don't cram.

Some people study well under pressure, which means they're used to doing their assignments at the last minute or taking a test just before the deadline. However, if you have an unreliable internet connection, this could cause a greater problem.

It's best to view the materials ahead of the deadline so you won't be caught out at the last minute. It may be useful to make notes the first time you watch or view content so that you can review them offline as well.

### 6. Finish your tasks offline.

Although school will expect you to submit your assignments, projects and tests online, this doesn't necessarily mean that you have to work on them online as well. You can choose to finish your tasks offline.

### 7. Update your settings.

If you need to upload your work, try to use the smallest file size so they take less time to load. A Word document may be smaller than a PDF, for example. Similarly, a video in a lower resolution will load faster and will use less data.

Although you'll need a working internet connection in order to do this, it can be ideal when you're struggling with slow speed or limited data.

### 8. Prepare for online tests.

If you need to take tests online, it's important to plan in advance. If possible, arrange to take the test at a location you know has a reliable internet connection. If this doesn't work, then look for 'Save' options during the test, so you can return to it later in case your connection drops.

### 9. Let your teachers know

Letting your teachers know about your internet troubles will allow them to offer you some alternative solutions.

## A final word

The move to remote learning is a new era in education for members of the Kinross Wolaroi School community.

Staff have been quickly learning skills to deliver content through a new platform. Students need to learn how to access their courses online. Internet infrastructure is under the strain of unprecedented demand.

Your patience and understanding is greatly appreciated as we navigate through these uncharted waters together.