

# Murtoa College



## Parent & student guide to remote learning F-6



## What is remote learning?

Remote learning occurs when the student and teacher are separated by time and distance and therefore cannot meet in a traditional classroom setting. Remote learning happens in a variety of ways. It is important to note that it is not just exclusively internet-based learning.

Remote learning offers each student the opportunity to continue to engage in high-quality learning whilst engaging with family and their commitments. Remote learning is not a carbon copy of the school experience, but it is accessible, engaging and provides a blend of direct instruction and independent learning. Learning will look different for each subject and as each teacher delivers for students of different ages and stages.

Remote learning can occur in real-time such as through live streaming of classrooms much like conferences. Remote learning can also occur through online channels without real-time interaction. At Murtoa College, there may be some live, online instructions or content but the learning experiences will be designed for students to work at their own pace.

## How will remote learning be delivered?

Teachers have realistic expectations about what will be achieved in the period of remote learning. As with normal schooling, students are expected to meet teacher expectations.

Sometimes they might be required to watch a video or have an audio call i.e. via Skype, but in general, **they will be accessing learning through Google Classroom and/or work from the Remote Learning Pack provided.**

***Please visit our remote learning webpage for how-to guides on Google Classroom and Skype:***

<http://www.murtoasc.vic.edu.au/remote-learning/>

Through Remote Learning Pack, teachers will provide:

- Workbook for completion of activities
- Instructions how to complete various activities
- Timetable of activities

Through Google Classroom, teachers will provide:

- A learning objective for the lesson or unit of work
- Timetable of activities with URL links
- Written instructions and worksheets/activities for students to complete

Teachers **will** also provide:

- Explicit instruction through a video tutorial
- Communication to students through Xuno messaging.

Teachers will be available during office hours, 8.30 am - 4.00 pm to provide support, answer questions and check for understanding.

## *What should students be doing each day?*

Routine and organisation are very important in a period of remote learning.

Teachers will expect students to contact them if they have any questions or require feedback.

Students **should** log into their Google Classroom daily to follow their weekly tasks.

Students should complete work in each subject as per their daily timetable, but this may occur at a time of day that suits each student.

## *What tools and resources will students require for remote learning?*

- We would encourage students to have a comfortable space to study.
- Students might like to have access to a computer, iPad or similar with internet access, however we will also provide printed material.

Students will require access to the following web-based platforms

- Xuno - is our school-based Learning Management System. Xuno will enable students to check general notices and advice. Parents can utilise Xuno as usual.
- Google Classroom - is a free web service, developed by Google for schools, that aims to simplify creating, distributing, and grading assignments in a paperless way. The primary purpose of Google Classroom is to streamline the process of sharing files between teachers and students but can also be adapted to deliver explicit teaching.
- Students might be asked to take a scan/photo of work completed or attach a document and send back to the class teacher via Xuno or Google Classroom.
- Students all have access to Wushka (reading) and Mathletics. Passwords for these have been sent home with each student.

## *How can parents/guardians best support their child in a period of remote learning?*

Now more than ever, the teaching team at Murtoa College invites you to partner with them. We hope that together we can provide students with:

- Clear and consistent communication
- A routine that allows them to study effectively and continuously
- Support during these uncertain times

## *Who should parents/guardians talk to during remote learning?*

Our communication channels remain the same. For subject specific information, subject teachers can be Xuno messaged directly. Class teacher names will be located on the tabled lessons so families will know who to contact if needed. Please reach out to Mrs Noonan – F-6 coordinator through Xuno about general issues related to learning and wellbeing.

For other matters, the Principal and Assistant Principal are available to support our students and parents in this period of remote learning. You can also contact the office for more information: Telephone – 53 852 381.

- Principal – Mr. Tony Goodwin
- Assistant Principal – Mr. Shannon Argall

For technical difficulties, please contact Murtoa College's IT Network Manager

- Vincent Liao – 53 852 381

# Expectations for F-6 students

## Key Expectations:

- All your classes will be on Google Classroom. For help on how to use Google Classroom – See our guide on the Murtoa College website (Under remote learning tab)
- Each day you will follow the modified timetable (attached at the end of this document) and complete the set work on those days.
- Some of your teachers may video call you via Skype during your allotted class time – be ready and on time. If you're not sure how to get started, visit the Murtoa College website for the how to get started – Skype
- Some of your teachers may give a voice call to check in with you and how your remote learning journey is going.

## Before starting with remote learning

- Make sure you have a suitable space to work in.
- Try before you get started – ensure you can log in to any accounts you need – Google Classroom, Xuno, Skype etc
- Remember that you are going to be in an educational environment. Be ready to learn, act accordingly – same rules at school apply in remote learning environment.

## When working remotely

- Make sure you visit your Google Classrooms each day you are timetabled for that class – there is an expectation of your 'attendance' for all your subjects.
- Students should comply with our normal ICT policies and procedures.
- Understand that the rules used at school also apply in remote learning – poor or unacceptable behaviour will not be tolerated i.e. inappropriate comments when video conferencing, in chat situations, direct messaging or via emails.
- Participate to the best of your ability in the learning activities.
- If you have any questions, follow up with your teacher via Xuno messaging, ask a question through Google Classroom or call (during the scheduled class time)

## After the remote learning

- Complete the learning activities and assigned tasks
- Communicate and return work where necessary via the method requested by your teacher

## How do I get help if I'm finding this hard?

- Ask your classroom teacher for help and assistance i.e. Xuno message or call the school
- Speak to your F-6 Coordinator
- You can call the school to talk to Jan Dunlop for wellbeing
- For technical support call the school and ask to speak with Vincent Liao



## Years F-6 communication

### Remote Learning Communication F-6



## Years F-6 timetable

- Your timetable has been modified to suit remote learning
- There is a reduced number of lessons each day – we have reading, writing, mathematics and 'other'.
- Specialist may consists of CCS, Art, PE and mindfulness.
- Individual timetabled activities will be found in Google Classrooms but may look like the following:

| F – 2 Timetable |          |             |          |            |
|-----------------|----------|-------------|----------|------------|
| Monday          | Tuesday  | Wednesday   | Thursday | Friday     |
| Reading         | Reading  | Reading     | Reading  | Reading    |
| Spelling        | Spelling | Spelling    | Spelling | Spelling   |
| Writing         | Writing  | Writing     | Writing  | Writing    |
| Maths           | Maths    | Maths       | Maths    | Maths      |
| CCS             | PE       | Mindfulness | ART      | Play Based |

| 3 – 6 Timetable |          |           |          |          |
|-----------------|----------|-----------|----------|----------|
| Monday          | Tuesday  | Wednesday | Thursday | Friday   |
| Reading         | Reading  | Reading   | Reading  | Reading  |
| Spelling        | Spelling | Spelling  | Spelling | Spelling |
| Writing         | Writing  | Writing   | Writing  | Writing  |
| Maths           | Maths    | Maths     | Maths    | Maths    |

At least one or two of the following other subjects: CCS, Art, PE, Mindfulness