



## ONLINE TEACHING AND LEARNING

### Procedures and Expectations for Students and Parents

#### Introduction

From Thursday 22<sup>nd</sup> July, Temple Christian College will be going online for all subjects and all year levels. This will enable us to continue to provide the best possible learning opportunities for students during the current lock down.

This will be done by shifting our lessons to an Online Learning model. Students will engage in learning primarily through SEQTA, and using additional technologies as deemed suitable by each classroom teacher.

It is not possible to replicate all of the classroom dynamics and interactions in an online environment; however, meaningful teaching and learning interactions can still be facilitated using online tools. This document outlines the basic expectations for students, parents and teachers.

#### Student Responsibilities

- All students are required to check in to their Care Group SEQTA forum as per their Online timetable. This will provide a record of student engagement in learning.
- Students will check SEQTA to obtain daily instructions for each lesson and log their attendance in a SEQTA forum for each class. Students actively participating in learning from home will be considered as 'present' in the Online Learning environment.
- Students are expected to communicate proactively and respectfully with their teachers via SEQTA or other agreed platforms.
- Collaborative online video presentations, (eg. Zoom), facilitated by the teacher, must be engaged in a common area in the home, ie. not a bedroom.
- Students are required to wear school uniform (formal or PE) for all video connections.
- Students are expected to abide by the academic and behaviour guidelines as outlined in the student planner.
- If a student needs to leave an online lesson for any reason, such as medical appointment etc, they should inform their teacher of this.



## Teacher Responsibilities

- Care group teachers will mark the roll via their Care Group SEQTA forum, between 8:45 - 9:00am daily.
- Teachers will upload all learning resources and instructions to SEQTA for each class prior to the commencement of the lesson.
- Teachers will be available during Online lessons, to answer questions, provide feedback, and engage with students through SEQTA forums, or other online platforms, (ie. OneNote, Zoom, email). Instructions for lesson format will be provided through SEQTA.
- Teachers will be contactable via SEQTA forums and email during the allocated lesson times. Students may contact teachers outside of lesson times but should not expect an immediate response. Teachers are not expected to communicate outside of school hours.
- Teachers will create a place under SEQTA assessments for students to upload work completed as per teacher instructions.
- ESOs (Education Support Officers) will continue to provide support for students on an Individual Learning Plan during their Online lessons.

## Parent Responsibilities

It is important that you set an appropriate structure around learning expectations for online learning.

- Ensure your child has a suitable place to engage in Online learning. Ideally, this will be a quiet area free from distractions with a desk or table provided, preferably not in a private space such as a bedroom during Zoom lessons.
- Check in with your child regularly to ensure they are on task.
- Encourage healthy eating habits, regular exercise breaks and time away from screens, especially during scheduled breaks.
- Start the day with a conversation with your child about what they hope to achieve during the day.
- At the end of each day have a conversation with your child about their learning progress throughout the day.
- Keep normal bedtime routines for your child and discourage the use of technology in the bedroom.
- Parents should notify the Student Services Office if a student is unable to attend their Online lessons for any reason, such as a medical appointment.



## School Responsibilities

- Temple Christian College will closely monitor changes to the current recommendations outlined by the government in relation to the reopening of schools.
- The Temple Christian College Leadership Team will ensure parents are kept informed.
- Where there is no evidence of students actively engaging in their learning, school staff will follow up with parents. It is important that we keep open communication between school and home.

## Online Learning Timetable

Please find below the Online Learning timetable that will come into effect for all students from Thursday 22<sup>nd</sup> July 2021.

|                 |                  |
|-----------------|------------------|
| Care Group      | 8:45am – 9:00am  |
| Lesson 1, 2 & 3 | 9:00am – 10:30am |
| Recess          | 10:30am -11:30am |
| Lesson 4, 5 & 6 | 11:30am – 1:00pm |
| Lunch           | 1:00pm – 2:00pm  |
| Lesson 7 & 8    | 2:00pm – 3:00pm  |