



Learning@Home

Guidelines for Parents

Learning@Home is a new and exciting way of teaching and learning, providing students with the resources and activities to learn at their own pace, in their own time. It's a first for us (as it will be for many schools), so we have prepared a set of guidelines for students and a brief set for parents and caregivers. These are just guidelines, and subject to change. Please read this in conjunction with the *Guidelines for Students*.

General

1. For our online learning, we are using the Google platform for all our Learning@Home applications – Google Docs, Classroom, Hangouts and possible Meet. Students access these applications using their school email address and their password – they all have this.
2. Teachers have provided work for students in the form of activities, tasks, resources, pre-assessment tasks and, in a small number of classes, assessments
3. This work is accessible for students through Google Classroom – each subject/teacher will have set up a separate Classroom for each class. Students will be 'invited' to join via email and will be given a password/code to access the Classroom.
4. The Classroom is an online forum like.... a classroom, where all the students and the teacher are able to see whatever is posted in it. The work to do is there, teachers can give instructions or provide other resources, students can make comments or ask questions and the teacher can answer these for all to see. Teachers are able to see who is online and 'in' the Classroom, and how has signed in etc.
5. Students will complete activities using Google Docs (or Sheets, or Slides etc) and these are usually saved in the students' Google Drive. They will all know how this works, and if they have forgotten, they can email their teacher.
6. Where there are questions, students can ask their teacher via the Classroom, or by sending an email.
7. Teachers will provide a time where they are available to answer emails and other questions, although many teachers will answer questions at other times too. Teachers may also hold a group video chat/lesson via Hangouts or use Meet for similar purposes.
8. Ako teachers have been asked to keep in touch at least weekly with their students, and that may be via email or through an Ako class Classroom.

Student workload

We certainly expect that students will use this time to continue with their learning, although the time available is less than expected, given the change in term and holiday times announced on Monday.

For seniors, it is really important that they are engaged and completing the work set by teachers. We have no way of knowing how much time will be spent out of school and therefore what impact that may have on their learning and NCEA work, so they are advised not to depend on things happening later in the year to make up time or catch up. Those opportunities simply may not be available.

For juniors, Learning@Home is many things – the opportunity to learn in a different way, to keep connected and engaged with the school, and to develop some good organisational and self-management skills – responsibility and resilience.

How to help your student

- Where possible, provide a quiet place to work – we know that this may not be possible, or the learning device/internet access may have to be shared. Our preference is that students are working on a desktop/laptop/tablet – phones are too small for long periods of time.
- Ask them to share their daily routine with you. They may devise their own timetable for learning or keep roughly to the school one. Any variation is fine, as long as they are engaging and spending time on their learning.
- The first thing they should be doing in the morning is checking Classroom and emails for updates and information from their teachers.
- Encourage them to ask their teachers for help or further direction if needed. Their teachers are expecting lots of questions.

If you have any questions, please don't hesitate to contact a teacher, Dean, HOD or Head of Year.