

135 Oodgeroo Avenue Franklin ACT 2913



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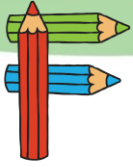
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www.fecs.act.edu.au

Home learning hub: <https://bit.ly/FranklinHomeLearning>

Franklin School

Online Learning Information



Dear families,

This document outlines the approach that Franklin School is taking to the alternate delivery of learning. Our most fundamental concern in this period is for the health and wellbeing of our community. It is important to state from the outset that the transition to alternate delivery of learning is not a simple path, for the teachers, students and parents and carers. I know that as a community, we can work together during this difficult period.

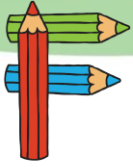
Please remember we do not expect you to be the experts. There is no need to set a minute by minute schedule and replicate a day just like each day would be in a school. Every student across Australia is in the same boat - we are all in this together!

Looking after your child's mental health and wellbeing is of the utmost importance - learning to manage emotions, thoughts and anxieties are lessons for a lifetime. George Couros, a highly regarded Canadian educational leader, sums it up well:

"The consensus advice to parents and caregivers seems to be: create a bit of structure, make a little time for learning and more time for play and exploration, and help kids feel safe and secure."

Of great importance is for you to understand that a day of learning at home **will NOT** replicate a day of learning in school. The expectation from our Directorate is that students need a safe and secure environment, plenty of time to play and explore, with the structure of learning that is flexible. Please remember that incidental learning occurs all day.

The home environment for every individual, student and family will be different. As we progress, I ask all families to judge what works best for them.



Please remember:

- All families come from many **different cultures**.
- All families have different **values and beliefs**.
- All families come in many different shapes and sizes.
- All families come from several **different suburbs**.
- All families have very different types of technology and **internet plans**.
- All families are going to get through this, because **we are all in it together and we will support you 100%**.

Our students will be adapting to a different environment at home with many more distractions, a difference in the style of learning and support available, and a challenge to their motivation and dedication to be self-directed. We ask that you work with us and your child/ren, during this challenging time, to ensure we continue to provide the best possible learning opportunities. Following are some guidelines for you and your children, as well as people to contact if you have any concerns.

We are only an email away....if you get stuck, that's OK. Just email and we will do everything we can to help.

For additional support, we encourage families to access our home learning hub:
<https://bit.ly/FranklinHomeLearning>

Kate Flynn

Principal

What will happen each day?

The following information is for year levels K-5:

Preschool families, please see protocols further in this document for guidelines around what will happen each day.

Each day, K-5 children will meet in a Google Meet (video conferencing). The link will be provided either via Google Classroom or Seesaw. The purpose of the Google Meet is to do a wellbeing check in as well as to provide explanations (if required) around work. Year level times have been staggered to accommodate families with numerous children. Times for the Google Meet are as follows:

| Kinder | Year 1 | Year 2 | Year 3/4 | Year 5 | SGP |
|--------|--------|---------|----------|--------|-----|
| 9:30am | 8:50am | 10:00am | 9:00am | 9:30am | TBA |

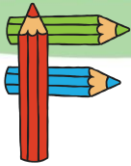
For a range of reasons, children may be invited to more than one Google Meet per day. Staff will contact families individually if this is the case. If this becomes too difficult for children and families, please let us know and we will make adjustments.

The platform year levels will use are as follows:

| | |
|-------------------------|------------------|
| Preschool/Year 1 | Seesaw |
| Kindergarten, Years 2-5 | Google Classroom |

A weekly timetable will be uploaded each Monday. Associated activities will then be uploaded to Google classroom or Seesaw (depending on platform each year level is using). Students are then expected to progress through this work throughout the day. We are advising families to be flexible around a schedule in order to fit in with their individual needs. On some days you may be able to achieve all set tasks and on others you may find challenging- wellbeing and safety is always a priority and the learning will follow after this.

On four days of the week the year level teaching team will upload items of work for the students to Google Classroom or Seesaw. On the other day specialist teachers will upload work for students. This will be as follows:



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| Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------------------------|--|--|------------------------------|-------------------------------------|
| Year 5 | Kinder | Year 1/Pre | Year 2 | Year 3/4 |
| Wei Hannah E Steve Bec | Catherine Christine Steve Wei | Christine Wei Julian (year 1 and pre) Hannah E (preschool) Steve (preschool) | Julian Steve Catherine | Julian Wei Steve Catherine |

Teachers will be available from 2-3pm each day to provide feedback to students and to answer task-related questions. This is a *non-compulsory* opportunity for students to message their teacher with questions related to their schoolwork.

Teachers will be available during this hour on the following platforms:

| | |
|--------------|--|
| Kindergarten | Email |
| Year 1 | Seesaw |
| Year 2 | Email |
| Year 3/4 | Google Classroom/Meet (link to be provided in classroom) |
| Year 5 | Email |

Please note:

Teachers will not do one to one Meets. All meets will be done in small groups or with a whole class – therefore please do not call your teacher. Use the stream to request help and your teacher will organise a meeting with a group of students who require similar support.

Franklin School wants parents to contact their child's teachers. However, we ask parents to remember that teachers will be communicating with dozens of other families, and that communications should be essential, succinct, and self-aware.



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Before we start interacting online, it is a good opportunity to think about how we will maintain our usual classroom expectations in an online environment. To help us do this we have created some norms (protocols).

| Google Meet Norms | Google Classroom/Seesaw Norms |
|---|--|
| <ul style="list-style-type: none"> • This online learning session is LIVE and BEING RECORDED. • <u>ALL</u> participants are reminded to be appropriately dressed (no pyjamas or unacceptable clothing). • Maintain respectful and supportive chat. • All students are reminded to be in an appropriate learning area, where your parent/carer is able to see and hear you. • The teacher can mute or remove a participant who is being disrespectful or inappropriate. • If you feel uncomfortable with something you see or hear online, tell, Classroom message or email) your teacher, parents or another trusted adult. | <ul style="list-style-type: none"> • Check-in daily and do your best to complete your work. • Keep comments relevant and on-topic. • Ask for help, online or at home. • If you feel uncomfortable with something you see or hear online, tell/classroom message or email your teacher, parents or another trusted adult. • During all online sessions, treat others the same way that you would in real life. |



Communication

Regular communication with students and their families will occur via;

- Emails
- Seesaw (Preschool and year 1)
- Google Classroom (Kindergarten, years 2- 5)

| For queries about: | Contact: |
|---|--|
| A learning activity, subject, assignment or resource | The relevant class teacher |
| Technology-related problem or issue | The class teacher who will then filter to the appropriate channels. |
| A personal, academic or social – emotional concern | Executive teacher or class teachers Executive teachers: Preschool: Rebecca Tobler Kindergarten- Kylie Moller Year 1 and 2- Keri Ball Year 3/4 -Noni See Year 5- Rebecca Tobler |
| Other issues related to online and alternative learning | Executive teachers: Preschool: Rebecca Tobler Kindergarten- Kylie Moller Year 1 and 2- Keri Ball Year 3/4 -Noni See Year 5- Rebecca Tobler |



Technology Systems to Support Online Learning at Franklin School

| Channel | Audience | Description and Access |
|------------------|---------------------------------------|---|
| Email | Teachers, staff, parents and students | Email will be used for all major communication and announcements, including those from the Principal. Teachers will also use email to communicate, although they will use other platforms to interact with their students as well |
| Google GSuite | Students | Google GSuite (including Gmail, Docs, Classroom, Hangouts, Meet, etc) will continue to be the platform used by most teachers to set learning and interact with students. For video conferencing in small or large groups, we will use Google Hangouts or Google Meet. |
| Seesaw | Preschool and year 1 | Preschool and year 1 teachers and students will continue to use Seesaw. |
| Google Classroom | Kindergarten, Years 2-5 | Teachers and students will continue to use Google Classroom and other apps they are already familiar with. |



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INFORMATION FOR PARENTS

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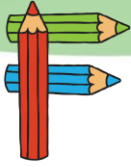


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To assist your child to engage in the online learning space we recommend that families:

- **Establish routines and expectations-** including keeping normal wake up and bedtime routines
- **Begin and end each day with a check-in.** Parents are encouraged to start and finish each day with a simple check-in. In the morning, ask what is your child learning today? What are the steps to success (success criteria)? How will they spend their time? What resources do they require? What support do they need?
- **Establish times for quiet and reflection.** A huge challenge for families with multiple children will be how to manage all their children's needs, especially when those children are different ages and have different needs. Be sure to include plenty of quiet time throughout each child's schedule.
- **Encourage physical activity and/or exercise.** Make sure your child remembers to move and exercise. This is vitally important to their health, wellbeing, and to their learning. Our physical education teachers will recommend activities or exercises, but it is important for parents to model and encourage exercise!
- **Helping out!** Learning happens in many different ways, including during real life experiences. Think also about how your child can help out around the house with chores or other responsibilities.
- **Define the physical space for your child's study.** This should be a public/family space, not in a child's bedroom. It should be a place that can be quiet at times and have a strong wireless internet signal, if possible. Above all, it should be a space where parents are present and monitoring their child's learning.
- **Monitor communications from your child's teachers.** Teachers will communicate with your child via the technology systems listed previously. We also encourage parents to have their child explain the Learning Management Systems (e.g. Google Classroom, Seesaw, Google GSuite) teachers and students are using.
- **Stay social.** Keep your children social but set rules around their social media interactions- be mindful about saturating the network. Remind your child to be polite, respectful, and appropriate in their communications and to represent your family's values in their interactions with others.
- **Monitor how much time your child is spending online.** We do not want any students staring at computer screens for 7-8 hours a day.



Preschool information

How and where to communicate:

When you wish to communicate directly with your child's teacher about your family or child please begin a conversation on Seesaw, or email them directly.

Gabby: gabrielle.jackson@ed.act.edu.au

Sarah: Sarah.king@ed.act.edu.au

Alex: Alexandra.wood@ed.act.edu.au

Teachers will be available to communicate during school hours as per normal, and outside of these times will be working to provide learning experiences for you.

Engaging with your teacher:

- Daily each morning, your child's teacher will post a morning greeting via Seesaw to make connections between home and school. We ask you to please respond with either a photo or short comment to say hello and check in.
- The learning experiences will be posted each day that your child attends preschool. Each activity is designed to link in with current learning experiences that would have taken place in the classroom to an online model while we are currently at home. We encourage students/families to respond to the question and task by making a comment on the task or posting photo/video or the students engaging with the activity.
- On Wednesdays, three of our support teachers Steve, Julian and Hannah will provide additional learning experiences for classes focusing on a specialist subject area. These support teachers would normally attend preschool throughout the week.

Additionally:

- As we are trying to keep in the routine of a regular preschool day, we will be making connections with families on the days that their child normally attends preschool, to ensure a consistent approach for when they return to school.
- We will be continually planning for learning experiences and working on remaining connected to all our families, and we will endeavour to reply to your queries as soon as possible.

The preschool team are looking forward to hearing from the preschool students and families about their learning and staying connected while at home.