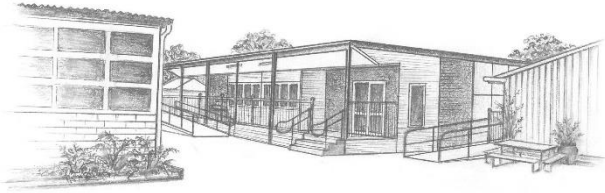


TALLYGAROPNA PRIMARY SCHOOL NO.3067



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SCHOOL VALUES - RESPECT, HONESTY & INCLUSION

Tuesday 14th April 2020

Dear Parents and Carers,

Welcome to Term 2, albeit a little different to what we are used to.

This week our students will commence 'remote learning' through the online platforms of Class Dojo and Webex Meetings. We are genuinely excited by the prospect of being able to learn new teaching and learning delivery methods and certainly hope that some of what we learn stays with us for the long term.

Teachers can be contacted through Class Dojo from the hours of 8.45am – 3.25pm each day. Please note that you may not receive a response immediately as teachers could be communicating with another student, as they would in their normal classroom. Outside of these hours there will be times when teachers are engaging in ongoing professional learning or planning.

I have provided a timetable of what a day of 'remote learning' could look like at home. Please know that this is just a guide as we know that many parents are working from home. Please also keep in mind that we are not expecting families to home school their children - we simply ask that families support and guide children as they would with regular homework activities.

I will aim to send a Flexibuzz message every morning with any updated information, key messages and other information as it comes to hand, to keep us all connected as a school community. I know that many of you will be keen to start immediately, please be patient while we deliver technology to those that require it and make sure everyone is connected in our first week.

Thank you again for your ongoing support during these unprecedented times. We all continue to be in this together!

Stay strong, stay safe and stay united.

We cannot wait to see you all walking through the school gates again.

Yours sincerely,

A handwritten signature in cursive script that reads "David Brodie".

David Brodie

Principal

Netbook Borrowing Agreement - https://www.tally-ps-3067.vic.edu.au/uploaded_files/media/tps_borrowing_agreement.pdf

Netbooks being borrowed will only be handed over to Parents and Carers provided an agreement has been signed. Contact David on 0411 960 164 to organise a time for collection.

On Site Attendance Form - https://www.tally-ps-3067.vic.edu.au/uploaded_files/media/onsiteattendanceform__tallygaroopna_ps.pdf

Keeping a Routine – A Suggested Timetable

As we move into remote learning, it is important for students to keep in their normal routines as much as is practically possible. To assist with this, we have provided a timetable of what a day of learning at home ‘could’ look like. Please DO NOT worry if this is not practical for your current situation. Learning from home will be quite different from learning at school and it is not recommended to have your child/children undertaking structured academic tasks for five hours throughout the day as would be the case in the classroom environment.

Teachers will be uploading instructional learning videos and tasks through Class Dojo and Webex Meetings. We have decided to stagger the Webex sessions so that students can be supported at home with their learning – technology can be a wonderful thing!

	F/1	1/2	3/4	5/6
Before 9am	Wake up and have breakfast – you need to put fuel into your brain for the day ahead. Get your uniform on!			
9-10am	Literacy Read to an adult Complete Reading & Writing tasks from Class Dojo	Literacy Read to an adult Complete Reading & Writing tasks from Class Dojo	Literacy Read independently or to an adult Complete Reading & Writing tasks from Class Dojo	Webex Session
10-11am	Fruit Snack Maths Complete tasks from Class Dojo Online Programs Use Reading Eggs or Mathletics	Fruit Snack Maths Complete tasks from Class Dojo Online Programs Use Reading Eggs or Mathletics	Fruit Snack Webex Session	Literacy Read independently or to an adult Complete Reading & Writing tasks from Class Dojo
11 – 12pm	Lunch Break	Webex Session	Lunch Break	Lunch Break
12 – 1pm	Webex Session	Lunch Break	Maths Complete tasks from Class Dojo Practise Times Tables Online Programs Use Mathletics or Epic!	Maths Complete tasks from Class Dojo Practise Times Tables Online Programs Use Mathletics or Epic!
1 – 1.30pm	Outside Time	Specialists/Extra Curricular Work on Specialist activities from Class Dojo Outside Time	Outside Time	Outside Time
1.30pm – 3pm	Specialists/Extra Curricular Work on Specialist activities from Class Dojo Finish work, board games, card games, free play, craft, drawing, baking, cooking, educational TV, other activities/online resources suggest by my teacher		Specialists/Extra Curricular Work on Specialist activities from Class Dojo Finish work, board games, card games, free play, craft, drawing, baking, cooking, BTN, other activities/online resources suggest by my teacher	Specialists/Extra Curricular Work on Specialist activities from Class Dojo Finish work, board games, card games, free play, craft, drawing, baking, cooking, BTN, other activities/online resources suggest by my teacher
3-3.20pm	Reflect on learning tasks with others, tidy learning space for tomorrow			

*Some alterations may be needed in line with our Specialist Program times for remote learning.

Teachers can be contacted through Class Dojo between the hours of 8.45am and 3.25pm each day. Students are encouraged to post work, questions and wonderings privately via Class Dojo messages so teachers can provide feedback to further support their learning.

Remote Learning Delivery at Tallygaroopna Primary School

Teachers will aim to make contact with students at least once per day. This may be online via digital technologies (Webex or Class Dojo), by email, phone or text message as appropriate. Worksheets can be made available as an alternative if needed – contact the Principal in regard to this and these can be left outside the school office.

At present, classroom teachers are making themselves available on Webex for an hour each day. Monday, Wednesday and Friday sessions may be more in-depth discussions about learning tasks and expectations, whereas Tuesday and Thursday sessions will be optional for students to attend to check in or to receive support. We recommend that students attend as many of these sessions as possible so that staff can engage with them about their health and wellbeing, including any worry or stress that they may be feeling. Webex also provides a fantastic opportunity for students to feel connected to staff members and their peers and we believe this will be a valuable social interaction for everyone involved.

Daily Webex Information

Grade 5/6 (9am) – Meeting ID 571 031 834

Grade 3/4 (10am) – Meeting ID 579 650 163

Grade 1/2 (11am) – Meeting ID 575 532 832

Grade F/1 (Midday) – Meeting ID 576 070 751

Principal – Meeting ID 576 739 057

John Hosking – Meeting ID 578 076 496

Virtual assembly Friday 3pm – Meeting ID 576 739 057

We plan to organise sessions for parents to meet classroom teachers as a group. This will be communicated soon.

Specialists & Ed Support

Science	PE	Music	Italian
Wednesday – odd weeks April 15 th , 29 th May 13 th , 27 th June 10 th , 24 th	Wednesday – even weeks April 22 nd May 6 th , 20 th June 3 rd , 17 th	Friday – odd weeks April 24 th May 8 th , 22 nd June 5 th , 19 th	Friday – even weeks April 17 th May 1 st , 15 th , 29 th June 12 th , 26 th
F/1 1.30 – 1.50pm 1/2 1.55 – 2.15pm 3/4 2.20 – 2.40pm 5/6 2.45 – 3.05pm	F/1 1.30 – 1.50pm 1/2 1.55 – 2.15pm 3/4 2.20 – 2.40pm 5/6 2.45 – 3.05pm	F/1 1.30 – 1.50pm 1/2 1.55 – 2.15pm 3/4 2.20 – 2.40pm 5/6 2.45 – 3.05pm	F/1 1.30 – 1.50pm 1/2 1.55 – 2.15pm 3/4 2.20 – 2.40pm 5/6 2.45 – 3.05pm

Art and Library times will be communicated soon.

PE (Mrs Monty) – Meeting ID 572 499 324

Science (Mrs Starbuck) – Meeting ID 573 446 937

Music (Mrs Tucker) – Meeting ID 576 261 178

Italian (Senora / Mrs Ceravolo) – Meeting ID 579 969 015

Art (Ms Hack) – Meeting ID TBC

Library (Mrs Campbell) – Meeting ID TBC

Education support staff will attend class Webex meetings. Classroom teachers will organise times for education support staff to work one-on-one through Webex to support students, especially those with additional needs. This will be communicated with parents and staff in the coming weeks.

Webex Protocols

- Students are only to enter meeting rooms relevant to them.
- Staff meetings will be 'locked' meaning that students will enter a 'lobby' before being admitted.
- As an added security measure, students are to enter their first name and first initial of their last name when entering meetings **and** have their video on (at least initially) so they can be properly identified by staff.
- Hosts and participants should try to find a quiet place to participate in meetings and avoid moving their device as much as possible.
- To minimise distractions of other students, we ask that participants are the only people visible on-screen during meetings unless they have been encouraged to bring siblings/parents along for a chat. We understand that family members may need to be present to provide support during the initial weeks of online learning.

Learning from home: Information for parents and carers – Provided by the Department of Education

Advice, tips and resources to support children as they learn from home.

About Learning from Home

When you start to think about helping your child to learn from home, remember that no one expects you to be a teacher or subject matter expert. The most important thing you can do is continue to provide routine, support and encouragement to your child.

You can support your child to learn from home by keeping up to date with your child's school communications.

Setting up a Learning Environment

Every home is different. Where possible, extended learning should take place in a space your family shares. For example, a lounge room or dining room. These spaces are preferable over a bedroom, where your child can feel isolated and supervision can be more challenging. It should be a place that can be quiet at times, where you or another adult is present.

Student Responsibilities During Remote Learning

Depending on the age and stage of your child, they may be expected to:

- regularly monitor digital platforms for announcements and feedback from teachers
- do their best work when completing tasks
- do their best to meet timelines and due dates
- communicate openly with their teachers and raise any concerns or issues
- continue to abide by their school's behaviour guidelines.

Establishing Routines & Expectations

It is important to develop a routine to support your child as they learn from home. This is important for them and for family members, to provide an environment that encourages learning. Start and end each day with a check in to help your child clarify and fully understand the instructions they get from their teachers and to help them organise themselves and set priorities for their learning at home. Encourage regular exercise breaks, healthy eating habits and make sure they drink enough water. Try to keep normal bedtime routines for all children, especially for younger ones.

Managing Screen Time & Online Safety

As your child is likely to be spending time online, it is important that you talk to them about online safety. This will help them to make good digital choices and use information and communication technologies responsibly. You may wish to speak to your children about ensuring they:

- use only the online tools recommended by their school or the Department of Education and Training (DET)
- are respectful when communicating online, just as they would be when speaking face-to-face
- use digital devices in open areas of the home
- for more online safety advice for parents and carers go to: www.esafety.gov.au

Mental Health & Wellbeing Check-In

Just as you set aside time for physical exercise, it is important to make time each day to check in on your child's mental health and wellbeing. It may take your child some time to adjust to their new routine for learning and key changes such as not seeing classmates in person. Every child will react differently to new circumstances – feelings of sadness, frustration, anxiousness and even anger are entirely normal.

You can help your child by:

- providing an opportunity to talk about how they feel and listening to what they say
- identifying some specific actions they can take by themselves or with you to address any concerns they might have
- asking how they are finding learning remotely, and if there is anything they'd like your help with.

If you have any other concerns about the health and wellbeing of your child, please contact your school directly, which will have access to resources that can help.

Advice for Parents and Carers of Children with Additional Needs

If your child has additional needs, you should talk to their teacher about an individual education plan. This will help guide their learning from home. The parents' page of the DET website (www.education.vic.gov.au/parents) has several resources to help parents and carers support learning from home.

For parents and carers of children with learning difficulties, a comprehensive resource *Understanding learning difficulties for parents: a practical guide* can be downloaded from www.uldforparents.com. This guide provides parents and carers with practical advice about learning difficulties as well as a list of recommended apps.

Literacy and Numeracy Resources and Tips

In addition to the resources and materials that your school will provide, you could use the following resources to support your child as they learn from home:

Literacy and numeracy: Tips for parents and carers to build their child's literacy and numeracy skills can be downloaded from the www.education.vic.gov.au. Search: *get involved in literacy and numeracy*

Premiers' Reading Challenge: The challenge encourages children and students from birth to Year 10 to read a set number of books over the year and record their efforts online. Register at www.education.vic.gov.au. Search: *premiers reading challenge*

Mathematics and numeracy at home: Parents and carers play an important role in helping develop their child's numeracy skills. Advice and resources for families can be downloaded from www.education.vic.gov.au. Search: *mathematics and numeracy at home*

The Department of Education and Training's Learning from Home website also provides information and resources for parents and carers: <https://www.education.vic.gov.au/parents/learning/Pages/home-learning.aspx>

Further information regarding coronavirus (COVID-19) and schools can be found on the Department's website, which will continue to be updated as the situation evolves:

<https://www.education.vic.gov.au/about/department/Pages/coronavirus.aspx>