

Online Learning Information for Students

Students who don't have access to the internet: will receive learning packs containing the same information and tasks as those with internet

Remote teaching and learning for Years 7 - 12 who have online access

- Subject teachers log into XUNO at 9am every morning to mark roll and make contact with you
 - Absences monitored by front office and reported to relevant sub-school leader
 - Please report any wellbeing concerns to Middle School Leader (Carina) or Senior School Leader (Rena), via XUNO
- **Logging in live is required at the start of every timetabled lesson. This is to check that you are on track, to answer questions, provide instruction and to ascertain any wellbeing concerns.**
- **ALL students are expected to be on their computers for every lesson**
- The majority of teaching will take place via XUNO, Edrolo and Webex
- **Questions you may have MUST be posted on XUNO and teachers will answer them, either during class time or within 24 hours, on XUNO.**
- **ALL documents must be in WORD not PDF.**
- **Extensions will not be granted unless there are extenuating circumstances. If you don't meet timelines or you don't submit work – you will get “0”.** Parents will be notified if you are not on track.
- Homework will **not** be part of remote teaching and learning. However, you must complete all classwork.
- **Year 11/12 teachers will be following their Study Designs**

Live 'Webex' can be used for all year levels, with all student cameras and microphones turned OFF. Year 12 students will always have first use of Webex.

Remote teaching and learning for Year 12 VCAL/VCE who have online access

- Some teaching will take place using Webex.
- When a Webex meeting is in progress, please ensure **your camera and microphone off unless speaking.** Expectations during “live” interactions are the same as if you were in your classroom.
- Interactive teaching will occur every period

Final assessments – **Your teachers will be gathering evidence for a derived score for every year 12 student**

So, what will a day learning remotely 'look like' for me?

- **Login to XUNO and check in with your teachers for every period on your timetable** for instructions, tasks etc.
- **Ask** your teacher for responses to any messages that you haven't received answers to or you are still unsure about
- **Follow the instructions of your teachers at all times**
- **Keep up** with tasks
- **Manage your time and develop a study timetable**
- **Submit any work that is due**

If you are unwell and can't attend classes, you must notify your teachers and Mrs Barton (Year 7-9) or Miss Newell (10-12) immediately.

Assessment and Reporting

Year 7 – 10 Term 3 Assessment

- During term 3, year 7 – 10 assessment will be based on the work teachers are providing students via XUNO in each subject.
- Each piece of work will be assessed and contribute to an overall mark in each subject for term 3.

Year 11/12 assessment will proceed as normal.

End of Term Reporting

An interim report will be prepared for all students reflecting the work completed in Term 3. The report will be uploaded onto XUNO at the end of the term.

Writing Project and Universal Sustained Silent Reading (USSR)

Will not occur during remote flexible online learning.

If you don't have Microsoft WORD on your computer

Go to school website

Open "User Guides"

Click on first link – Office 365 Getting Started Guide and follow the instructions to install

You can now access Microsoft WORD.

Login using your student email details