Single Method of Teaching and Learning

Dear parents/carers,

Quakers Hill Public School will move to a single method of teaching and learning for the rest of this term. The single method of teaching and learning for students means that whether your children are at school or at home they will be doing the same work as their peers. Teachers will make arrangements to ensure all students either attending school or remaining at home have access to relevant learning opportunities. Teaching and learning activities will be released on a weekly basis and made available to all students via the online learning platform for their grade or in a printed format if requested. Teachers will communicate with students at times during the school day 9:10 am - 3:15 pm, using either Seesaw or Microsoft Teams. Attached is a continuity of learning timetable and additional information regarding the online learning platforms;

- K-4 teachers will be utilising *Seesaw*
- 5-6 teachers will be utilising *Microsoft Teams*

Parent responsibilities during online learning

Provide support for your children by:

- establishing routines and expectations
- defining a space for your child to work in
- taking an active role in helping your children process their learning
- encouraging physical activity and/or exercise
- checking in with your child regularly to help them manage stress
- monitoring how much time your child is spending online
- keeping your children social, but set rules around their social media interactions.

Student responsibilities during online learning

These responsibilities should be adjusted according to the age of your child:

- establishing and/or following a daily routine for learning
- regularly monitoring digital platforms to check for announcements and feedback from teachers
- completing tasks with integrity and academic honesty, doing their best work
- doing their best to meet timelines, commitments, and due dates
- communicating proactively with their teachers if they cannot meet deadlines or require additional support
- collaborating and supporting their classmates in their learning
- complying with the departments' Student use of digital devices and online services policy'
- seeking out and communicating with school staff as different needs arise.

Please note that even though your child is at home they still need to comply with the school and Department of Education behaviour management policies. All student absences must be explained through the School Stream app. For students attending school, we will need to rearrange class timetables as a result of the current changes and your child may not be with their usual class teacher/s. During this time assessments contributing to school scores for Selective High School or Opportunity Classes will not be administered. There will also be no extracurricular activities including, band or music lessons and sport clinics.

The single method of teaching and learning is a significant change and will take several days to embed fully. In the meantime, all students have access to Literacy Planet and Mathletics tasks and parents can access teaching and learning resources through the Department of Education's website https://education.nsw.gov.au/teaching-and-learning/curriculum/learning-from-home/teaching-and-learning-resources. We expect all online learning to be up and running by Monday 30 March 2020.

Bert Lo Campo
Principal

Shonah Gibson and Rosannagh Ryan
Deputy Principals

Quakers Hill Public School

Medlow Drive, Quakers Hill NSW 2763   T: 02 9626 9655   F: 02 9837 1152   quakershil-p.school@det.nsw.edu.au   www.quakershil-p.schools.nsw.gov.au

Continuity of Learning Plan Quakers Hill Public School
Weekly Timetable K-6

This timetable provides an overview on how to organise your child's learning each day. It is important to keep routines consistent and structured.

	Monday	Tuesday	Wednesday	Thursday	Friday
9:10am-11:00am	**English** Choose and complete 2 activities from your English grid				
11:00am-12:00pm	*Lunch break*				
12:00pm-1:00pm	**Maths** Choose and complete 2 activities from your Maths grid				
1:00pm-1:30pm	**Physical Activity** Choose and complete 1 activity from your Physical Activity grid				
1:30pm-2:00pm	*Recess break*				
2:00pm-3:00pm	**Other Key Learning Areas** Choose and complete 1 or 2 activities from your Other Key Learning Areas grid				

Setup Seesaw Years K - 4

If students are already using Seesaw they can continue to do so. If not, please follow the steps below:
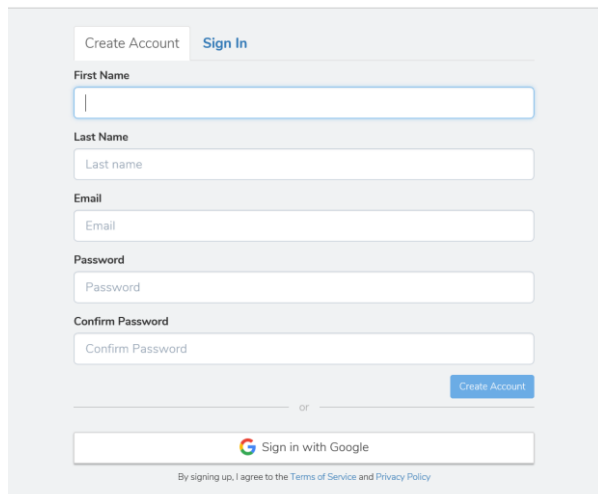
1. Parents are required to follow the family link for their child's class.

Class	Family Link
K Purple	https://app.seesaw.me/s/017-162-524
K Green	http://app.seesaw.me/s/042-143-007
K Yellow	http://app.seesaw.me/s/042-143-007
K White	https://app.seesaw.me/s/234-783-936
K Orange	https://app.seesaw.me/s/634-018-890
K Red	https://app.seesaw.me/s/634-018-890
K Blue	https://app.seesaw.me/s/135-422-730
1WA	https://app.seesaw.me/s/282-590-042
1HM	https://app.seesaw.me/s/936-100-315
1S	https://app.seesaw.me/s/474-481-389
1D	https://app.seesaw.me/s/706-284-892
1H	https://app.seesaw.me/s/593-133-377
1B	https://app.seesaw.me/s/273-280-121
12M	https://app.seesaw.me/s/053-711-939
2S	https://app.seesaw.me/s/739-515-312
2L	https://app.seesaw.me/s/140-367-066
2M	https://app.seesaw.me/s/258-977-675
2J	https://app.seesaw.me/s/379-368-209
2C	https://app.seesaw.me/s/874-245-619
2D	https://app.seesaw.me/s/107-193-834
3E	https://app.seesaw.me/s/245-678-175
3B	https://app.seesaw.me/s/418-075-458
3L	https://app.seesaw.me/s/297-679-227
3H	https://app.seesaw.me/s/351-402-428
34C	https://app.seesaw.me/s/250-344-677
34N	https://app.seesaw.me/s/044-161-290
4T	https://app.seesaw.me/s/832-228-921
4A	https://app.seesaw.me/s/475-608-876
4M	https://app.seesaw.me/s/363-863-009
4D	https://app.seesaw.me/s/336-094-587

2. Choose your child's name from the list to connect to their Seesaw journal.
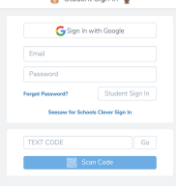3. Click create an account.

4. Once you have created a family account, the classroom teacher will approve your account and provide a Home Learning Code through the message tool. Students will then use this code to sign up to Seesaw (steps below).

How to for Students: Home Learning with Seesaw

After you have received your Home Learning Code through the Seesaw Family app follow these steps or watch the video **https://bit.ly/2QHet5c** to set your student account up.

|	
CLASS app.seesaw.me	**STEP 1:** Download or update the Seesaw Class app on your device or go to app.seesaw.me to get started. *App update is required!*
Seesaw	**STEP 2:** Click '**I'm a Student'** to log in with your Home Learning Code.
Carina's Home Learning Code	**NOTE:** Your teacher will send your Home Learning Code via the parent message tool.
Student Sign In	**STEP 3:** Enter your Home Learning Code when you see this page.
5th Grade	**STEP 4:** Once logged in, you will be in your student journal where you can create posts, complete activities, and see Announcements from your teacher.
⊕ Add response	**STEP 5:** Click **'Add Response'** to respond.
✓	**STEP 6:** Always press the green check to save work to your journal.
Inbox	**STEP 7:** To see Announcements from your teacher, tap the inbox tab (*on the right side under class name*)

Microsoft Teams – Years 5 - 6

1. Types teams.microsoft.com in your internet browser address bar to see the page below.
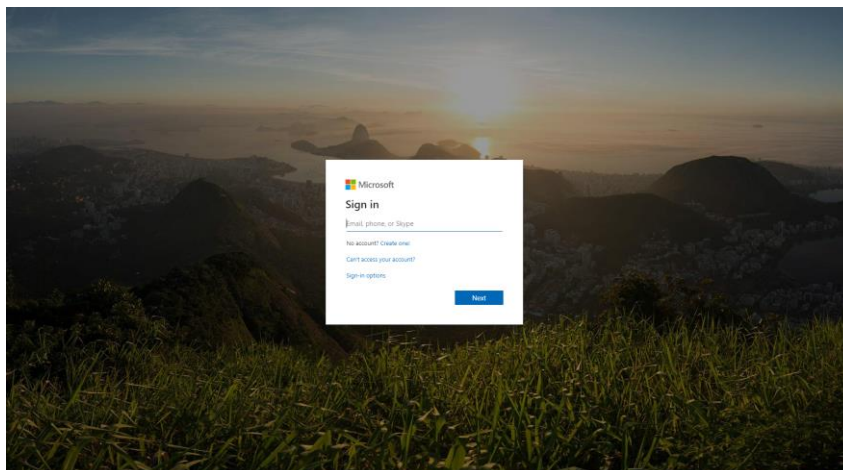
2. Type in your student email address username@education.nsw.gov.au
   Username is the same as students use to log on to the computer network at school firstname.lastname#
   (# some students have a number, some don't).

3. Students type in username firstname.lastname# (# some students have a number, some don't) and password to log in.
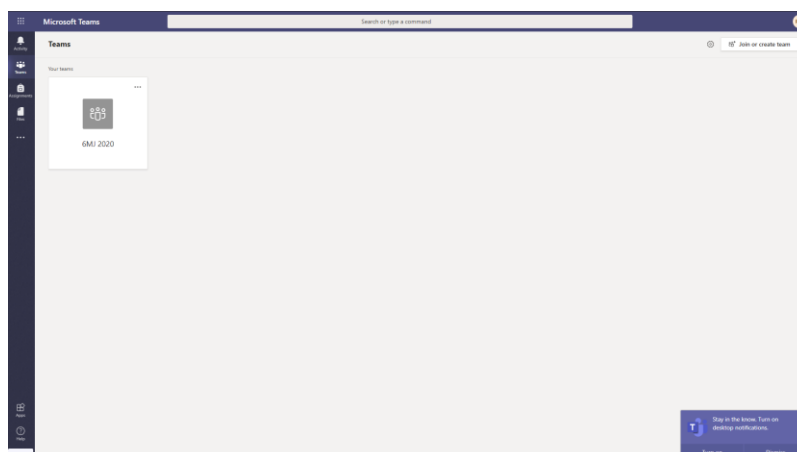
4. Students are now in Microsoft Teams and can click on their class to access learning.