Parents and Carers Roles and Responsibilities during
Remote and Flexible Learning (R&FL) Term 3

We have reflected on our first experience of R&FL and have taken on feedback for this next stage. Engaging online teaching and learning experiences, along with everyone’s health and wellbeing is our priority.

We will transition to Webex providing video conferencing as an option for all students. Period 1, 2 and 3 will proceed as timetabled, however session four will be a ‘catch up’ OR ‘check in’ session where students can access their teacher through Webex to ask questions or complete or revise their learning. VCE teachers can continue to provide a lesson plan and explicitly teach via Webex where required.

*Please note that the following does not apply to school holidays, public holidays or any period of time defined as student free day.

Below are the updated processes, roles and responsibilities for term 3.

**Years 7-10 students**
Through Compass will:

- Access and engage in the self-directed learning tasks as instructed on lesson plans
- Submit learning tasks and assessments by set dates.
- Email teachers during school hours any questions regarding their work.
- Check in with their REAL mentor daily.

Through Webex - check in with their timetabled teacher period 4 each day.

**VCE students**
In addition to ETT lesson plans on Compass:

- video conferencing through Webex for each timetabled VCE lesson will be available.
- Edrolo also provides online resources which are useful in compiling notes and applying content.
- The GAT will be rescheduled from Wednesday 9th September to Wednesday 7th October.
- The schedule for the VCE examinations and release of results will remain as previously advised (ATAR available 30th December).
- Further information about consideration of disadvantage and coronavirus (COVID-19) will be provided shortly.

**VCAL students**
In addition:

- Will follow the advice of their Structured Workplace Learning (SWL) provider.

**VET students**
In addition:

- Will follow the advice of their VET provider.
**MYLNS students**
In addition to ETT lesson plans on Compass:

- video conferencing through Webex for each timetabled lesson will be available.

**Instrumental Music students will:**
Attend Instrumental Music lessons via Webex

**Parents and Carers**
Will support their child/ren with their learning by:

- Supporting their child/ren in creating a positive learning routine, which is consistent with the students normal timetable.
- Providing Internet access
- Allocating a study area with good ventilation, light and well-ordered quiet space.
- Ensuring no distractions during scheduled classes.
- Ensure they meet Victorian Government criteria and complete and email the required form within stated timelines before sending their child/ren to school.

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](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](https://www.education.vic.gov.au/about/department/Pages/coronavirus.aspx)

**REAL mentor will:**
Through Compass check in with their REAL homegroup 9am each day.

**Teachers will:**
Through Compass provide:

- Detailed lesson plan including self-directed learning tasks for each lesson
- Feedup, feedback and feedforward on Learning Tasks
- Via classfeed, an introduction to the lesson (Learning Intention and Success Criteria)
- Where possible, modifications of the work of practical based subjects for home situations
- Respond to emails from families within 24 hours on weekdays
- Be available via Webex video conferencing each timetabled period 4 lesson for questions and ‘check in’.

**In addition to Compass, VCE and MYLNS teachers will:**

- Provide online classes through Webex.

**In addition, Instrumental Music teacher (RHYS) will:**

- Provide online lessons through Webex.
**Frequently asked questions**

**How can I support my child/ren?**
Ensure your child/ren have a dedicated study area with good ventilation, light, internet access and well-ordered quiet space. Ensure there are no distractions during scheduled classes.

**What if my child/ren need access to internet or borrow a laptop?**
If your child/ren needs to borrow a laptop or access to the internet, please contact your child’s Engagement leader.

**What if my child/ren is needing additional support?**
Students can contact their:
- teacher during school hours for support with their learning.
- REAL mentor for general support. The REAL mentor may refer your child to their Engagement Leader.
- The engagement leaders will check in with parents of funded students twice a week.

**How will I be updated during the term?**
The College newsletter will continue to be distributed via Compass each Wednesday. Compass newsfeeds will also remain a communication tool during R&FL.

**How will I be updated with my child’s learning?**
Normal protocols remain in place – feedup, back and forward on Learning Tasks via Compass. Teachers will also complete both positive and negative chronicles where appropriate.

**What do I need to do if I MUST send my child/ren to school?**
Ensure you meet the eligibility requirements for attending onsite and complete the on-site form and email it to tallangatta.sc@education.vic.gov.au with ‘Attendance’ in the subject line within the required timeline.

- For week 4 application forms due no later than 2pm Tuesday 4th August.
- For weeks 5 to 10 application forms due no later than 3pm THURSDAY of each week.
- Parents and Carers will be notified of confirmed attendance by 3pm FRIDAY of each week.
- If the family circumstance changes, a minimum of 24 hour notice is required.

**What does my child/ren need if I must send them to school?**
Normal requirements such as wearing school uniform and no mobile phones during school hours apply. They will need their face covering, lunch / snacks, including a drink bottle and learning equipment, including a charged laptop, as they will be completing the online learning program.