

## **Remote Learning Support: Parents/Carers & Families**

The Minister of Education announced on April 7 that students will be transitioning to flexible and remote learning from the start of Term 2, 2020.

The following arrangements are in place to support students, whether they are learning at school, or from home. Please note that while the College is prepared to commence remote learning, it won't always be perfect and we will learn as we go. Our plan includes ways parents and students can be guided as to whom questions should be directed as well as specific expectations associated with all involved in this online learning experience.

### **Contact**

From Crusoe College to families

- Families will receive regular updates from Crusoe College via Compass.
- Families should expect to receive a Compass update on Monday and Thursday each week.
- Further updates will be available via our social media platforms Facebook and Instagram

From families to Crusoe College

- Families are advised to use the following email addresses to make contact with the appropriate person.  
[administration@crusoecollege.vic.edu.au](mailto:administration@crusoecollege.vic.edu.au) – for all general inquiries.  
[wellbeing@crusoecollege.vic.edu.au](mailto:wellbeing@crusoecollege.vic.edu.au) – for all student wellbeing inquiries  
[technicians@crusoecollege.vic.edu.au](mailto:technicians@crusoecollege.vic.edu.au) – for all inquiries regarding ICT support and Compass
- Parents can still phone the General Office on 5447 7722, but please understand that not all teachers will be available on site to take your call. A message will be taken and forwarded on the appropriate staff member.
- For inquiries regarding student learning, parents are advised to use the Compass portal to contact their child's teacher.

### **Facilitation of Remote and Flexible Learning**

- All classes have an option for an online learning platform. The platform is Compass. Where online learning is not possible, hardcopies of work packages will be mailed to families upon request. For those children who receive specialized Learning Support, packages will be available, albeit with adaptations.
- Counselling support structures, adapted by our wellbeing team, will be available to all students onsite and via text message.
- Our capacity to provide laptops is currently being worked on and is a priority.
- Communication from parents with the school is best done via the school email:  
[administration@crusoecollege.vic.edu.au](mailto:administration@crusoecollege.vic.edu.au)

### **Students Learning from Home**

Students must be able to log into Compass. If they are unable to access Compass, students must contact the technicians on [technicians@crusoecollege.vic.edu.au](mailto:technicians@crusoecollege.vic.edu.au) to regain access.

Students are to:

- Organise a physical space at home which is conducive to effective study.
- Use their normal timetable as published on Compass to organise their day.
- Take the initiative with their learning, it is important to establish good routines.
- Complete tasks to the best of their ability and keep a portfolio of completed work.
- Students are to communicate proactively with their teachers via Compass and Google Meet if they have any queries.

## Parental Support

- Set clear and positive expectations that learning will continue at home.
- Please understand that Learning from Home cannot look the same as the regular learning process.
- Encourage good sleep patterns and encourage regular and structured schedules.
- If possible, provide a clear and organised space for learning. A space/location for extended learning should be a public/family space, not in a bedroom.
- Please do not directly interact with Google Meet, as this is a student learning space.

We encourage you to start and finish each day with a simple check-in. These check-ins can be a regular part of each day. In the morning, ask:

- What are you learning today?
- What are your learning targets or goals?
- How will you be spending your time?
- What resources do you need? What support do you need?

In the afternoon, ask:

- What did you learn today?
- What was challenging? You could come up with a strategy to deal with the same problem if it comes up again.
- Consider three things that went well today. Why were they good?
- Are you ok? Do you need to ask your teacher for something? Do you need help with something to make tomorrow more successful?

Regular check-ins throughout the day may also be appropriate. This depends on your child's needs.

## Support from the Department of Education

- The [Department's Learning from Home website](#) has many resources. Parents are welcome to access these resources to assist the learning from home. The Department will provide updates on future developments which we will share through Compass and our website.

## What if my child needs to come to school?

All students will be learning from home, except in the case that:

- Children are not able to be supervised at home and no other arrangements can be made. This will be available for children of parents who cannot work from home, and vulnerable children.
- These students will be provided with an opportunity to learn on-site at Crusoe College through our SWITCH facility located in Building A, should they require this support. This will be supervised by staff at school.
- Students who attend school will be required to be at school from 9:00 – 3:10 each day and will be expected to wear full school uniform on these days.
- Students must be in good health.
- Social distancing guidelines will be strictly applied. This means students attending school will NOT experience a regular school day. Playground areas will be limited and students may be assigned to a particular area.
- Students must bring their own food and water bottle. The canteen is closed and bubblers are not available.
- Students who are at school, will attend Advisory classes each morning in Building A. Students will proceed from Advisory to work their normal timetable in the Multimedia rooms and A North.
- Rolls will be marked each period by supervising teachers.

We appreciate the significant current global challenge and are here to support our students to the best of our resources and ability within the constraints and directions of state and federal government. Working with your child to schedule and adhere to focused learning times for their academic tasks in achieving their goals, is important. Please do not underestimate the value however of sharing your knowledge and experiences with your child. Have fun in playing board games, teaching them how to change a tyre, or perhaps bake a cheesecake. There is no doubt that day to day the scenario is changing, and we encourage parents/carers to be the constant in your child's life. We are here to support you and your child, with their learning.