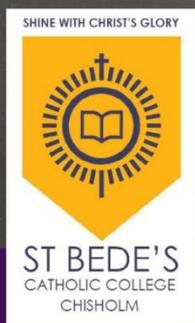


# REMOTE LEARNING PLAN



TERM 3,  
2021

## REMOTE LEARNING PLAN

The Remote Learning Plan beginning Week 4 of Term 3, 2021 will adopt similar principles and structures to the plan implemented last year. This new plan builds upon the College's successful transition to remote learning in 2020 and has been shaped by the insightful and affirming feedback from staff, students, and parents.

For students, parents/carers, and teachers new to the College in 2021, the information on the following pages will provide clarity as to how learning will continue, including the responsibilities of students, parents/carers and teachers. New students in 2021 will be provided with additional guidance in terms of their transition to remote learning, including technology needs and support.

## LEARNING FROM HOME

Crucially, the Remote Learning Plan 2021 is not a plan for home schooling, rather it represents learning from home, with direct instruction, online resourcing and video interactions led by the College's teachers and support staff. Most importantly, this will include a streamlined 'lesson by lesson' timetable for students to follow, as well as opportunities for self-paced and inquiry learning.

## WORKING IN PARTNERSHIP

As we work in partnership with parents/carers during these challenging times, please do not hesitate to check in and discuss your child's learning and wellbeing with key personnel at the College. Their contact details can be found at the end of the Remote Learning Plan 2021, after important information including the structure of the day and the daily timetable.

Thank you for your ongoing support as we navigate this time together as a St Bede's community.



## STRUCTURE OF THE DAY/WEEK

The following structures, developed from initial experiences with remote learning and best practice, have been developed to enhance student wellbeing and learning:

- Daily preparation will take place for students between 8.30am and 8.45am each school day, where students will get ready for the day ahead
- Each school day will begin at 8:45am by attending a Homeroom check-in on Teams
- Students who have not done so by 9:00am will be recorded as absent and an SMS sent home to parents
- Students and teachers will continue to follow their Week A and Week B timetable (Week 5 Term 3 – Week B timetable)
- Students will need to log in to Compass to access lesson instructions
- The BELL times are as per the timetable on the next page
- Lesson 1 will begin at 9.00am
- Lessons will be 45-minutes in length, with 15 minutes transition between each lesson
- The time between 2:15-3:15pm provides an opportunity for more self-paced learning, including finishing assessments or homework, reading, critical reflection and seeking teacher feedback
- Friday includes time for exercise and wellbeing activities. The learning day ends at 1.10pm to cater for this
- Students will be expected to attend each lesson, on-line, using their College laptop and personal headphones, having subject resources and hand-writing materials ready to use



## DAILY TIMETABLE

### Online Interaction:

Normal disciplinary measures will be enforced for any student who does not comply with the Student Laptop Computer Protocols, particularly regarding interactions with peers and staff.

### TIMETABLE – Monday/Tuesday/Wednesday/Thursday

LESSON	ACTIVITY
Before School	Wake up each day at a reasonable time to avoid rushing Eat breakfast and complete usual morning routine tasks Put on smart casual clothing (not PJ's)
Student Daily Preparation 8:30am – 8:45am	Prepare your physical environment for learning – sit at a desk or table with good posture. Check Compass
Homeroom 8:45am – 9:00am	Check in with homeroom teachers on Teams.
Period 1 9:00am – 9:45am	Participate and engage in all learning activities Avoid any distractions (ie mobile phones, tv etc...)
15-minute Break	9:45am – 10:00am
Period 2 10:00am – 10:45am	Participate and engage in all learning activities Avoid any distractions (i.e. mobile phones, tv etc...)
Break 1 10:45am – 11:15am	Step away from the computer or screens Eat something substantial Take some time to refresh e.g. Go outside briefly for fresh air
Period 3 11:15am – 12:00pm	Participate and engage in all learning activities Avoid any distractions (i.e. mobile phones, tv etc...)
15-minute break	12:00pm – 12:15pm
Period 4 12:15pm – 1:00pm	Participate and engage in all learning activities Avoid any distractions (i.e. mobile phones, tv etc...)
Break 2 1:00pm – 1:20pm	Step away from the computer and screens Eat something light Take time to refresh.
Period 5 1:20pm – 2:05pm	Participate and engage in all learning activities Avoid any distractions (i.e. mobile phones, tv etc...)
10-minute break	2:05pm – 2:15pm
Flexible Learning 2:15pm – 3:15pm	Participate and engage in pre-arranged meetings with teachers Independent learning time completing projects and set tasks Connect with teachers where needed Avoid any distractions (i.e. mobile phones, tv etc...) Suggested activities – reading 30 minutes/wellbeing initiatives/house competitions
After School	Take a break and do something active and/or creative Take time to socialise in different ways (i.e. online or with other household members)

## TIMETABLE – Friday

LESSON	ACTIVITY
Before School	Wake up each day at a reasonable time to avoid rushing Eat breakfast and complete usual morning routine tasks Put on smart casual clothing (not PJ's)
Student Daily Preparation 8:30am – 8:45am	Prepare your physical environment for learning – sit at a desk or table with good posture. Check Compass
Homeroom 8:45am – 9:00am	Check in with homeroom teachers on Teams. Reflective Prayer
Period 1 9:00am – 9:45am	Participate and engage in all learning activities Avoid any distractions (ie mobile phones, tv etc...)
15- minute Break	9:45am – 10:00am
Period 2 10:00am – 10:45am	Participate and engage in all learning activities Avoid any distractions (ie mobile phones, tv etc...)
Break 1 10:45am – 11:15am	Step away from the computer or screens Eat something substantial Take some time to refresh e.g. Go outside briefly for fresh air
Period 3 11:15am – 12:00pm	Participate and engage in all learning activities Avoid any distractions (i.e. mobile phones, tv etc...)
10- minute Break	12:00pm – 12:10pm
Flexible Learning 12:10pm – 1:10pm	Participate and engage in pre-arranged meetings with teachers Independent learning time completing projects and set tasks Connect with teachers where needed Avoid any distractions (ie mobile phones, tv etc...) Suggested activities – reading 30 minutes/wellbeing initiatives/house competitions
<b>END OF DAY FRIDAY</b> <ul style="list-style-type: none"> <li>• Take time to socialise in different ways (i.e., online or with other household members)</li> <li>• Be active</li> <li>• Help with all the at home tasks. E.g., Unpack the dishwasher, fold some washing</li> <li>• Enjoy your weekend!</li> </ul>	

## MY RESPONSIBILITIES - AS A STUDENT

### St Bede's learners must continue to meet their responsibilities in relation to:

#### ATTENDANCE

Signing in at the beginning of each day and attending each timetabled lesson

#### RESPECTFUL INTERACTIONS

Using words and actions to behave at all times in a manner that will bring credit to the College, including respectful teacher and peer interactions in ALL on-line environments

#### COLLEGE RULES

Adhering to the rules and behaviours listed in the College planner. In particular, NOT using a mobile phone during a lesson and NOT filming, recording or sharing lesson content with people internal or external to the College

#### DRESS CODE

Dressing appropriately at all times

#### INTEGRITY & DILIGENCE

Participating with integrity and diligence, including completing all learning tasks to a high standard and with honesty

### *As an active St Bede's learner, during remote learning, I will:*

- ✓ Check Compass each morning and as required during the timetabled lesson
- ✓ Sign into my device at the beginning of each day and attend Homeroom
- ✓ Come prepared to each lesson using my device and personal headphones, and have subject resources and hand-writing materials ready to use
- ✓ Attend my designated lessons ONLY, not classes of other students
- ✓ Sit at an appropriate workspace, active and ready to learn
- ✓ Respond to teacher requests in a timely and respectful fashion, complete all set work and meet deadlines
- ✓ Dedicate my time to completing course work, assessment tasks and learning activities with integrity and honesty
- ✓ Support my peers and teachers in continuing our learning together
- ✓ Will notify my class teacher if I am unable to attend a lesson for any reason

Online interaction: Normal disciplinary measures will be enforced for any student who does not comply with the *Cybersafety User Agreement for Secondary Students*, particularly regarding interactions with peers and staff.

## MY RESPONSIBILITIES - AS A PARENT/CARER

**In working in partnership with the College, Parents/Carers are expected to provide support by:**

- Defining a space for your child to work in, ideally in a public and quiet space with minimal distraction
- Ensuring students are dressed appropriately
- Establishing routines and expectations, consistent with the Timetable, that will assist and encourage your child's learning
- Discussing what respectful interactions 'look like', with teachers and peers, when learning off-site
- Taking an active role in helping your child process his/her learning
- Beginning and ending each day with a check-in to help them manage stress
- Encouraging physical activity and/or exercise each day
- Monitoring the balance between on-line and offline activities
- Keeping your child social but set rules around his/her social media interactions
- If your child is not able to work as per the daily schedule, parents are asked to confirm this with the relevant Leader of Wellbeing and Engagement who will pass this information on to all teachers.
- Regularly check Compass to ensure student engagement



## MY RESPONSIBILITIES - AS A TEACHER

### St Bede's teachers will:

- Continue to deliver high quality teaching and learning
- Facilitate real-time and self-paced learning during each lesson of the Timetable
- Be active and accessible on Teams throughout the entire duration of the teaching and learning period.
- Provide differentiated learning opportunities for students
- Set clear and consistent expectations for students across the College, within each Faculty and in specific learning platforms

### This will be achieved by:

- Providing clear instructions through Compass for each lesson of the timetable
- Uploading all learning resources to a relevant online learning platform e.g. Teams, OneNote
- Engaging students through carefully designed and differentiated learning opportunities
- Communicating a Learning Intention and Success Criteria at the beginning of each lesson
- Maintaining a regular connection with students and providing opportunities for peer-to-peer learning and collaboration
- Monitoring course work and providing feedback in an ongoing fashion
- Monitoring and reporting on student engagement through Compass Learning Tasks
- Catering for students with additional learning needs, with assistance from the Learning Support Team and teacher collaboration



## RESOURCES AND SUPPORT

### PERIPATETIC MUSIC LESSONS

Private music lessons for all year groups will be available via the peripatetic teacher's chosen platform. College peripatetic music teachers will be in contact with parents to arrange timetables and to communicate their expectations regarding remote learning. All private music lessons will be updated on Compass. Students must contact their class teacher to inform them of Peripatetic lesson times. All curriculum work takes precedence over these lessons.

### REMOTE LEARNING RESOURCES

Our College website includes a Remote Learning section where the community may access a range of learning and wellbeing resources. Please access it [here](#). We will continue to update these resources as needed.

### LEARNING SUPPORT - SUPPORT FOR STUDENTS WITH ADDITIONAL NEEDS

Learning Support will continue to be available to students with additional needs across online learning platforms. Learning Support Teachers and Assistants will be liaising with subject teachers to provide continuity of learning. Students who are on adjusted patterns of study will continue to receive work appropriate to their needs.

## KEY CONTACTS

### COLLEGE EXECUTIVE

Principal  
Mr John Murphy  
[john.murphy@mn.catholic.edu.au](mailto:john.murphy@mn.catholic.edu.au)

Assistant Principal  
Mr Brett Donohoe  
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Assistant Principal  
Mrs Emma South  
[emma.south@mn.catholic.edu.au](mailto:emma.south@mn.catholic.edu.au)

Ministry Co-ordinator  
Mr Andrew Slater  
[andrew.slater@mn.catholic.edu.au](mailto:andrew.slater@mn.catholic.edu.au)

### STUDENT SUPPORT

Learning Support Coordinator  
Mrs Suzie Gloster  
[suzanne.gloster@mn.catholic.edu.au](mailto:suzanne.gloster@mn.catholic.edu.au)

School ICT Support  
Mr Ray Burg  
[ray.burg@mn.catholic.edu.au](mailto:ray.burg@mn.catholic.edu.au)

### LEADERS OF WELLBEING AND ENGAGEMENT

Year 10 - Mr Nicholas Marsh  
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Year 9 - Ms Amber Pyne  
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Year 8 - Ms Rebecca Dawber  
[rebecca.dawber@mn.catholic.edu.au](mailto:rebecca.dawber@mn.catholic.edu.au)

Year 7 - Mr Michael Eccleston  
[michael.eccleston@mn.catholic.edu.au](mailto:michael.eccleston@mn.catholic.edu.au)

### LEADERS OF LEARNING

Religious Studies  
Mrs Fiona Duque  
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SHINE WITH CHRIST'S GLORY



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