Northside
Christian College

"So do not fear, for I am with you; do not be dismayed, for I am your God. I will strengthen you and help you; I will uphold you with my righteous right hand."

Isaiah 41:10

Northside Christian College
Short-Term Remote Learning Guide

Term 3 2021

Primary School Remote Learning

Short-Term Remote Learning in the Primary School

Northside Christian College will be delivering remote learning to Primary students via the myEdOnline platform through the SEQTA Learn Portal (link below).
https://learn.ncc.vic.edu.au/

Teachers will send a Remote Learning Weekly Schedule to family and student emails.

It is important that all students actively engage in remote learning and continue their learning during this time.

At Northside we understand the importance of routine in student learning and encourage families to keep the schedule and times suggested. We also understand that in some households this Weekly Schedule is not practicable. If this is the case for you, please modify the schedule to meet the needs of your family. If you are requiring significant modification please contact your child/ren's classroom teacher to discuss alternative arrangements.

Guidelines for work submission

- Submission of student work counts towards their attendance.
- Work can be submitted at the end of each session or at the end of each day.
- Work to be submitted via myEdOnline.
- Classroom teachers will provide feedback on one piece of submitted work per day. Classroom teachers will aim to provide feedback within 24 hours of the submission of work.
- Teaching staff will be available during class times for student/parent questions via email. Please be mindful that they may not be able to respond to every inquiry within the lesson time.

- If your child is unable to 'attend' remote learning or complete work due to personal or household illness please contact the classroom teacher and the College Reception at attendance@ncc.vic.edu.au by midday.
- Homegroup teachers will be available from Monday to Thursday for a Zoom meeting to support student learning and allow for students to connect virtually.
- Each Friday students will participate in a Primary Chapel through Zoom.

Frequently Asked Questions

What do I do if I can't access my child's lessons through MyEdOnline?

Please email or SEQTA Direqt message your child's teacher and they will send you the work via email.

What do I do if my child can't complete all their work?

Student work is given to help students continue the learning process however your child might not complete all their work. Please just let your child's teacher know so that they can support continued learning at home and modify tasks if necessary.

What do I do if my child finishes all their work very quickly and needs more?

Students are encouraged to complete tasks within their subscribed programmes (eg. Reading Eggs, Literacy Planet or Essential Assessment) or independently read if they complete their work and require more tasks. Please contact your child's teacher so that they can support continued learning at home and modify tasks if necessary. Please do not complete additional tasks within student workbooks unless you are directed to by your classroom teacher.

What if I cannot help my child because of the demands of working from home?

If you have any difficulty helping your child complete remote learning, please contact your child's teacher to organise alternative arrangements.

What if I do not have enough devices to support my child learning from home?

During periods of remote learning the college is able to loan devices to families. Please contact the college office if you require a device and arrangements can be made.

Primary School Overview:

- The continuation of current programs and practices is essential.
- Weekly Schedule sent to families vie email.
- Day plans will be published to families at 4:00 pm the day prior, through myEdOnline, allowing parent preparation time.
- Tasks based on the current programs used by the College and referenced to the Australian Curriculum.
- Learning Intention published for each session of the day (some team teaching may take place).
- Each day to be split into four sessions - English, Mathematics, LIIME time and Specialist.
- Each session runs based on the 5E's model (or similar).
- Where possible teachers will provide videos to support student learning.
- Each session should include a submittable task that demonstrates the student's understanding. Submission of this task will count as student attendance.
- Teachers provide feedback via myEdOnline.
- Student workload will be reduced to allow for students working more independently (3.5 hours maximum).
- Parents are encouraged to contact classroom teachers if any concerns or needs arise.
- Record of attendance (completion of work) required and direct family follow up with students not completing assigned work.
- Homeroom teachers provide one session Monday to Thursday of 'Connect Time' using the Zoom platform. Zoom sessions will be clearly identified on the Weekly Schedule sent to families.

Primary School Daily Schedule

8:50 – 9:00 Devotions

9:00 – 10:00 English

10:00 – 10:30 Break Time

10:30 – 11:30 Mathematics

11:30 – 12:00 L.I.I.M.E Time*

12:00 – 12:30 Lunch Break - Opportunity to complete Daily Challenge

12:30 – 1:30 Specialist^

*L.I.I.M.E Time refers to Library, Inquiry based Learning, Maths Online and English Online

^Specialist time refers to Heath and Physical Education, Science, Music, Mandarin and Art.

NOTE: Some class schedules may need to be altered due to daily Zoom 'Connect Time' sessions

"Who shall separate us from the love of Christ? Shall trouble or hardship or persecution or famine or nakedness or danger or sword?... No, in all these things we are more than conquerors through him who loved us."

Romans 8:35, 37

Secondary School Remote Learning

The overview below outlines the College's approach to delivering remote learning to Secondary School students. A wide range of learning activities with instructions will be available for students on Schoology. Please see below for additional information about what the learning program will look like for students. The primary communication tool between teachers and students will continue to be Schoology. Students are encouraged to be proactive in communicating with teachers when they have questions or if assignments are unclear. Parents are welcome to communicate with teachers through email or SEQTA Engage.

Year 7 - 10 Overview

35 minute periods

In Years 7 - 10, students will be participating in a modified program during this phase of remote learning. Students will participate in assigned online lessons with the content delivered on Schoology as prepared by staff at the College. Please note that online lessons will be scheduled for approximately 35 minutes per period instead of the usual 50 minutes. We trust this will assist students to complete tasks with reduced levels of support from staff. Student attendance will be recorded based on students engaging with the assigned learning tasks on Schoology.

Study Tip

Creating a physical space for Remote Learning

Your child may have a regular place for doing homework under normal circumstances, but this space may or may not be suitable for an extended period of time, as will be the case if Remote Learning is implemented over an extended period of time. We encourage families to establish a space/location where their children will learn most of the time. This should be a public/family space, not in a child's bedroom. It should be a place that can be quiet at times and have a strong wireless internet signal, if possible. Above all, it should be a space where parents are present and monitoring their children's learning when feasible.

Year 7 - 10 Summary

☐ Modified learning tasks and content will be posted on Schoology

☐ Online lessons reduced to approximately 35 minutes

☐ Each task on Schoology will have supporting resources

☐ An appropriate amount of work will be assigned to ensure continuity of learning

☐ Staff will continue to provide feedback via the College's Continuous Online Reporting Program

☐ Non-submission of work followed up by subject teachers and Directors of Learning

☐ An attendance roll will be documented during Home Group, which will be facilitated on a Schoology course.

"Neither height nor depth, nor anything else in all creation, will be able to separate us from the love of God that is in Christ Jesus our Lord."

Romans 8:39

VCE / VCAL

VCE and VCAL students will be assigned online lessons in lieu of face-to-face lessons. Online lessons will be scheduled at the same time as the existing College timetable for VCE and VCAL classes. Resources and tasks will be available on Schoology. Students are reminded to refer back to the Student Course Outline documents posted on Schoology to ensure that they remain up to date with their study. The College is committed to ensuring the continuity of learning for all VCE and VCAL students. VCE students will also be supported with Zoom sessions during this period of time.

VCE / VCAL Summary

☐ Online lessons will be scheduled and will follow the College timetable

☐ Regular learning tasks and content will be posted on Schoology

☐ Tasks referenced to appropriate Study Design

☐ Staff and students will continue to work towards staying up to date with the plan in the Student Course Outline document

☐ Flipped videos included where possible to support student learning

☐ Zoom sessions scheduled to support learning

☐ Digital content may also be delivered / supported through resources such as Edrolo

☐ Each task on Schoology will have supporting resources

☐ An appropriate amount of work will be assigned to ensure continuity of learning

☐ Staff will continue to provide feedback via the College`s Continuous Online Reporting Program

☐ Non-submission of work followed up by subject teachers and Directors of Learning

☐ An attendance roll will be documented during Home Group, which will be facilitated on a Schoology course.

VCE Online Lessons

Every online lesson has the following elements:

☐ A clearly articulated Learning Intention for the lesson.

☐ A way to measure whether this Learning Intention has been met (Success Criteria), therefore every lesson will have a Submission closely connected to the learning intention.

☐ Content delivery which moves the learning forward. The content can be Knowledge focussed or the development of an essential Skill or a combination of these two.

☐ At least one Task where students are required to apply, unpack, interpret, evaluate or apply the new content and/or practice the new skill.

☐ A clear link to the Study Design for VCE classes.

Guidelines for Students Using Zoom Video Conferencing

One of the biggest challenges with remote learning is the lack of face-to-face communication. One way we hope to address this in the return to remote learning is by having whole-class Zoom sessions for most VCE / VCAL subjects.

To help students get the full benefit of these Zoom lessons, there are some guidelines that we all need to follow:

Before you get started with video Zoom video conferencing

☐ Make sure that the room you are going to film in is clear of things that might embarrass you. Specifically, look at your walls and try to pick one that has a plain background that people will not take offense at or find humour in.

☐ An appropriate room for a video conference is a shared family space. It is not acceptable for a video conference to take place in a bedroom.

☐ Try before you go live! You can set up a Zoom meeting with no one in it except yourself. This way you can see what others see before you go live, and make alterations to make the image look better - https://zoom.us/test

☐ Tell others in your house what you are doing. Here your parents can help with controlling your siblings ... if your parents know and understand what it is you are trying to achieve, then they will help make sure that it all goes smoothly.

☐ Sit still and quietly for a moment and listen to the sounds around you ... if you can hear noises, then there is a high chance that people in your meeting will too. Before starting, see if you can find a quieter place or attempt to control what is happening in your surrounding environment.

☐ Consider using headphones so that you can hear clearly.

☐ Remember that you are going to be in an educational environment! Dress appropriately and act accordingly as the same rules at school apply in a virtual environment.

When in Zoom meeting

☐ Make sure you are on time for your Zoom meeting.

☐ Start with your microphone muted and wait to be invited by the teacher.

☐ Turn on your camera. This helps your teacher and classmates communicate with you.

☐ Understand that the rules used at school also apply in a virtual classroom, and poor or unacceptable behaviour will carry consequences.

☐ Students should comply with all College policies and rules. Please be particularly mindful of College rules that apply to technology including the ICT and Internet Acceptable Use Policy (Policy No. 24) and the Social Media Policy (Policy No. 51).

☐ Use the nonverbal feedback tools in Zoom to alert teachers of your understanding in the Zoom meeting - hands up for questions, tick if they are saying yes, etc.

☐ Participate in the learning activities.

After the Zoom meeting

☐ Make sure you use the Leave Meeting menu to exit the meeting when it is finished.

☐ Follow Up the learning activities and complete all assigned tasks.

"Come to me, all you who are weary and burdened, and I will give you rest.

Matthew 11:28

Remote Learning at School

Northside Christian College will continue to provide on-site supervision for students in the following categories:

· Children whose parents are considered essential workers as listed, cannot work from home and where no other supervision arrangements can be made

· Vulnerable children, including children in out-of-home care, children deemed by Child Protection and/or Family Services to be at risk of harm and children identified by the school as vulnerable (including via referral from a family violence agency, homelessness or youth justice service or mental health or other health service).

If you believe that you fall into this category, please contact the College Office at ncc@ncc.vic.edu.au and we will talk through the arrangements with you.

Students who are completing Remote Learning at School will meet in the Year 7 classrooms. Staff will be rostered on to support students with their learning. Students attending on-site will be supervised at all times by staff with either current Victorian Institute of Teaching (VIT) registration or a Working with Children Check. Learning Support staff may provide support to the supervision of students, with the support of a VIT registered teacher.

COVID Safety Reminders

We advise the College community to continue monitoring the public exposure sites in Victoria, which are published online at: https://www.coronavirus.vic.gov.au/exposure-sites.

Key behaviours required for reducing COVID-19 transmission risk at Northside Christian College include staying home when unwell, performing regular hand hygiene, and where possible supporting physical distancing.

The most important action our community can take to reduce the risk of transmission of COVID-19, is to get tested and stay at home, even with the mildest of symptoms. For more information about where you can have a COVID test, please refer to: https://www.coronavirus.vic.gov.au/where-get-tested-covid-19.

Northside Christian College will be continuing to implement a range of COVID safe strategies including QR code check-ins for visitors, cleaning of high touch services, promoting good hand hygiene practices, opening windows and doors for more ventilation, limiting food handling and sharing of food in the workplace, promoting physical distancing, and encouraging non-contact greetings.

The College maintains a webpage with up to date information about the College's response to the Coronavirus. This resource is available at: https://www.ncc.vic.edu.au/college-response-to-the-coronavirus

Information for Parents

- Students are expected to set aside regular, focussed study time and submit work as usual. Submisison of tasks is equivalent to attendance
- Please ensure that the children in your care are using their device in a "public" area of your home. Bedrooms and bathrooms are inappropriate
- Please ensure that your child is dressed in appropriate day wear when using their device. Please check that you have internet filtering, parent controls and privacy settings in place on the device that your child is using
- Students are not expected to work if they are unwell. Please email attendance@ncc.vic.edu.au to let the College know if your child will not be studying due to illness.
- Online learning can be challenging for students for a variety of reasons. These are some things to take into consideration:
    - Student's ability to learn and work independently
    - Self motivation will vary according to your child's age and maturity
    - The home environment may be more distracting for some students, especially with sibilings in view
    - Contact with peers during remote learning can distract from productive work habits. Be aware that not all conversation is collaboration
    - The amount of parent and teacher support will be limited
    - Students can expect remote learning to be different from face-to-face learning in a classroom with "live" discussion
    - It will take a different amount of time for students to complete online learning - this may be longer or shorter, depending upon the task
- Please check in with your child to see how they are going with their online learning
- Please check your email regularly so that you are receiving work for your children and other communication from teachers
- Please check SEQTA regularly for additional information
- Lesson content is to be used for educational purposes only. College Policies regarding ICT and online safety remain applicable during this time of remote learning

If you require information from the e-safety commission, please visit:
www.esafety.gov.au/about-us/blog/covid-19-keeping-schools-and-learning-safe-online

Copyright
- To remain compliant with copyright laws, we ask that you do not share any videos that we provide.

Privacy
- Please keep in mind that privacy applies to all Northside Christian College students and teachers. Please do not share Remote Learning content on Social Media platforms or by email. Our College Community are also reminded to be aware of intellectual property laws.

Policies

Everyone within the Northside Christian College school community is expected to abide by the College's policies. Policies are created to assist in creating a learning environment in which students can experience success in a safe and caring environment that supports their wellbeing and achievement. While students are completing Remote Learning it is important to remain aware of a range of College policies including the policies listed below. A range of College policies are published on the College website.

· Academic Integrity and Plagiarism Policy
· Behaviour Management Policy
· Child Safe Policy
· ICT and Internet Acceptable Use Policy
· Student Ant-Harassment and Bullying Policy

Staff at the College will continue to implement a range of pastoral care policies including the following:

· Gifted and Talented Education Policy
· Inclusive Education Policy
· Pastoral Care Policy
· Reportable Conduct Policy
· Social Media Policy
· Staff Contact with Students Policy
· Working with Children Policy

These Protocols apply to all students.

☐ Use your laptop or desktop computer to access school work, not your phone.

☐ Dress in appropriate day wear. This will help you to get in the right mindset to complete work.

☐ Use your computer in a "public space" at home

☐ Set up a work space at home with everything you need in easy reach. Make this a space with limited distractions and noise

☐ Follow the teacher's instructions when you're doing online work. If you need help, ask your parents or contact your teacher by email

☐ Submit the work that you are asked to do. This is how teachers are keeping a record of your attendance at school.

Staff Availability

Staff will attempt to respond to student and parent emails during normal business hours. Staff will aim to respond to correspondence within 24 hours.

We continue to be encouraged by God's Word during this time.

"Cast all your anxiety on him because he cares for you."
I Peter 5:7

Wellbeing at Home

Continue to connect.

Feeling connected is really important in building and maintaining a sense of community and support. We all need to feel close and valued by others. Being alone is different to feeling lonely. If we are alone but feel connected, we are less likely to feel lonely. Try to keep relationships active despite being unable to be physically present and be creative in how you do this.

· Zoom or Face time
· Family / Community Prayer and Worship
· Make a phone call
· Cook a meal with a friend while Face timing
· Play games with family or friends online

Keep learning.

Learning is taking a different form in the short term. Ongoing learning is important as it improves self-esteem, challenges our thinking and how we may respond to events. It can help us to become more adaptable and to see things through a different lens. Having a teachable spirit is another opportunity for growth. Asking some of the following questions can help us to check in with how our children are experiencing this type of learning:

· What`s one new idea you had today?
· What`s one way you sharpened a skill today?
· How well did you face a new experience today?
· What was one thing that made it easy/difficult in your learning?
· Who did you check in with or ask for help?

Help and support others.

Giving is about creating a spirit of generosity and support for others, while at the same time developing our sense of purpose and self-worth. Be grateful, so write a list of what you are all grateful for. It is impossible to worry and be grateful at the same time! How can we all help each other at home to work together and contribute to a happy, safe environment, including being respectful of each other`s personal space? Work together to establish respectful boundaries. It can be as simple as establishing that you would like each other to knock at your bedroom door before entering. Have helpful conversations.

Look after your body, eat and sleep well.

Ensure that you all take some time out and get up and move. Frequent short breaks can be beneficial especially if sitting for long periods. Ensure your workspaces are user friendly and take note of posture. Being active will be important in helping to break up the day, to shift mood, and to decrease stress and anxiety. Walk the dog, play a game or kick the football. Create a gym circuit using body weight. Expensive weights are not required for a workout! Hydrate with plenty of water and be mindful of what is available to eat. Ask, `Is what I am about to eat nourishing for my brain and body?` We all know the importance of sleep. Now is a fantastic opportunity to address the bedtime routine and areas of improvement.

The antidote to anxiety and apathy.

Both of these are real but they can look different with action. Talk about your worries and remember that worrying in itself will not change a thing! We have control and choice in how we respond to negative feelings. Although fear may be present, we can still act on and carry out activities even when fear is present. Take notice and focus on the present. Find the joy in the moment you are in. It takes practice, but it is possible. Talk to each other about how you are feeling and acknowledge each other's feelings as important. Being able to think about the here and now increases our awareness of how we are feeling, connects us to the positive things that are occurring, and reconnects us to the little things that bring happiness and satisfaction.

· Play or listen to music
· Sit in the backyard and find things that activate all 5 senses
· Create tech-free times
· Make a list and focus on one task at a time
· Look for things of beauty
· Self-body scan, slow the brain down, look for any tension or tight muscles and request a massage!

Stay on top of difficult feelings.

Reach out for help if after talking to a friend or family member you are 'stuck' in how you feel. Support phone lines are available to access and you can chat to the respondent anonymously or approach as though you are calling to assist a friend. Adopt the approach that is comfortable for you. Remember, the most difficult part of the process is picking up the phone and making the call.
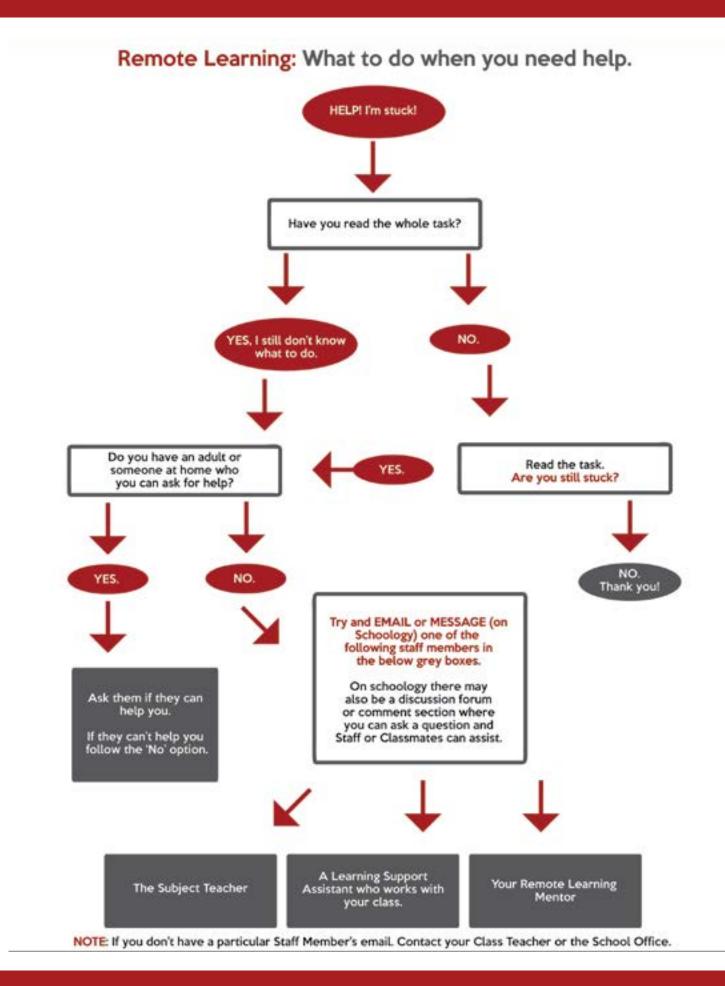
· Headspace - 1800 650 890
· Kids Helpline - 1800 55 1800
· Beyond Blue - 1300 22 4636
· Lifeline - 13 11 14

Please contact the College if you require assistance or support from your Wellbeing Team.

"Do Not Be Anxious About Anything, But In Every Situation, By Prayer And Petition, With Thanksgiving, Present Your Requests To God. And The Peace Of God, Which Transcends All Understanding, Will Guard Your Hearts And Your Minds In Christ Jesus."

– Philippians 4:6-7

Remote Learning: What to do when you need help.

HELP! I'm stuck!

Have you read the whole task?

YES, I still don't know what to do.

NO.

Do you have an adult or someone at home who you can ask for help?

YES.

Read the task.
Are you still stuck?

YES.

NO.

NO.
Thank you!

Ask them if they can help you.

If they can't help you follow the 'No' option.

Try and EMAIL or MESSAGE (on Schoology) one of the following staff members in the below grey boxes.

On schoology there may also be a discussion forum or comment section where you can ask a question and Staff or Classmates can assist.

The Subject Teacher

A Learning Support Assistant who works with your class.

Your Remote Learning Mentor

NOTE: If you don't have a particular Staff Member's email. Contact your Class Teacher or the School Office.

Key Contacts

Reception for General Enquiries
03 9467 2499
ncc@ncc.vic.edu.au

If your student is unwell and unable to complete the assigned learning tasks, please email:
attendance@ncc.vic.edu.au

Director of Primary School Learning
Mr Chris Simmons
csimmons@ncc.vic.edu.au

Director of Middle School Learning
Ms Jo Westland
jwestland@ncc.vic.edu.au

Director of Senior School Learning
Ms Lenna Waters
lwaters@ncc.vic.edu.au

Deputy Principal / Head of Secondary and Secondary Learning Support Co-ordinator
Mr Michael Bond
mbond@ncc.vic.edu.au

Director of Teaching & Learning
Mrs Angela Eynaud
aeynaud@ncc.vic.edu.au

INSPiRE Coordinator
Mrs Amy Horneman
ahorneman@ncc.vic.edu.au

Head of Student Wellbeing
Mrs Heather Cootee
wellbeing@ncc.vic.edu.au

College Chaplain
Mr Jared Stocks
chaplain@ncc.vic.edu.au

Upper Primary Co-ordinator and Primary Learning Support Co-ordinator
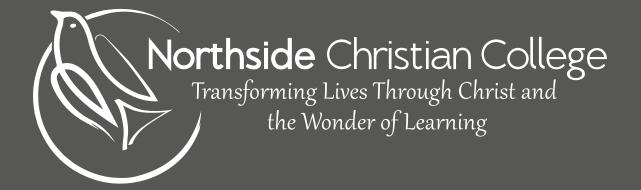Ms Serene Eng
seng@ncc.vic.edu.au

Lower Primary Co-ordinator
Ms Olivia Natoli
onatoli@ncc.vic.edu.au

eLearning Co-ordinator
Mr Chris Gatt
cgatt@ncc.vic.edu.au

For any fee concerns, please contact the Finance Office:
03 9467 2499
accounts@ncc.vic.edu.au

Child Safety

Northside Christian College is committed to maintaining and further developing a strong culture around Child Safety. All child safety responding and reporting obligations, including mandatory reporting, continue in the remote learning environment. More information about our commitment to Child Safety can be found on the College website: https://www.ncc.vic.edu.au/child-safety

Northside Christian College

Short-Term Remote Learning Guide

Last updated 15 July 2021

This document includes a wide range of information and resources that may be of assistance to Northside Christian College students and families while the College is teaching remotely.

Digital copies available at www.ncc.vic.edu.au