



The Riverina Anglican College
Continuity of Learning Plan



Continuity of Learning Plan

The following approach is to be implemented to support students who are self-isolated, able to attend the college as their parents are classified as part of the essential workforce and for those who are unwell at home but wanting to continue their learning upon feeling better. 'The learning does not stop' is a key message to our College community. At the same time, the wellbeing and health of our College community comes first and we will all need to be flexible in understanding what learning looks like in this new paradigm.

Summary of Delivery

- Learning will be online for all subjects, including lessons, assessment tasks and resources. Assessment tasks will most likely be modified from those indicated in assessment booklets and may include more project based learning. Alterations to the information provided in the booklets will be communicated to students via the Google Classroom.
- Lessons will be provided for all students via Google Classroom. These lessons will be supplemented by staff contact via Screencastify and/or the Google Meet platforms that allow a degree of interactivity and contact. The degree to which this will be possible will depend on the Key Learning Area and staff availability. Google Meets must contain more than one student- any less than this and the meeting will be postponed.
- Some work may cover the equivalent of 2/3 lessons. This will all be communicated via the Google Classroom.
- Teachers will advise in advance the delivery of online video conferencing teaching or be available for questions live via Google Meet- details for these will also occur via the classroom and will usually coincide with the student's timetable.
- Attendance will be monitored by teachers based on the work completed in the Google Classroom. The work that students upload to the learning platform will be indicative of their engagement with the lessons provided. Teachers will seek to make due dates practical for students and it will be expected that they meet deadlines as required and communicate with their teacher if unable to do so.
- Practical subjects will provide resources that cover theory elements and where possible provide video content that deals with how to complete practical type activities. i.e. PE activities that can be done at home.
- Staff will provide feedback on work provided by students at regular points in the learning cycle.
- In the event that a class teacher becomes ill, or is required to take carer's leave and is not able to work online, the Head of Department or fellow teacher will be providing work for the Google classroom. If this is unable to be carried out, parents will be notified that lessons are suspended for that class.

Attendance and Assessment

Students who are not unwell should continue with their learning. Students are expected to engage with their learning through the completion of classwork and submission to the Google Classroom when required.

Assessment tasks must be submitted as instructed online, and on time. Late penalties will apply as normal, and appeal, extension and illness and misadventure processes will still need to apply.

- In the event of an absence due to illness, a student is expected to catch up on work when they are well again. Years 10-12 students must provide documentation if unable to complete an assessment task due to illness or misadventure.
- No medical certificate is needed for self-isolation, but the family should contact the school to identify the reason for absence - Absences@trac.nsw.edu.au

Process for Illness and Misadventure around Assessment Tasks

Under advisement from the NSW Education Standards Authority (NESA) and International Baccalaureate (IB), the College Illness and Misadventure process will apply for all students. Please see Appendix 1.

Other Key Points for Parents

Establishing a routine regarding key points of contact will be vital for all students to:

1. Check their emails, Compass and Google Classrooms on a daily basis.
 2. Remove all distractions, both electronic and otherwise from their learning environment if possible.
 3. Be conscious of their normal timetable and look to develop a plan for Google Meets, and tasks that need completion today or this week. It may not always be possible (or advisable due to workload) for the College timetable to be rigorously followed for all students at all times. The timeframes for working on the tasks have flexibility, their completion by due date, however, needs to be met where possible.
- Your child's device will be essential for continuity of learning. Your engagement as a parent with the device and the classwork therein will also play a key role in ensuring your child's learning is minimally impacted upon. Please ask your child to show you their Google Classroom so that you can keep up to date with the work that requires completion and provide support as possible for your child.
 - Parents will be informed via Google Classroom of a summary of their child's learning at the end of each week.
 - Students need to be accountable for their work and staff will provide feedback at certain cycles of the learning program
 - No student is to record, share or post online any materials that are published by teachers or the college. This would be a serious breach of the student code of conduct around electronic material.
 - Staff will seek to respond to emails from students and parents in a reasonable time period where needed- please bear in mind this may take time depending on staff workload.

TRAC ONLINE

THE RIVERINA ANGLICAN COLLEGE



EXPECTATIONS AND ADVICE



DEVELOP GOOD ROUTINES

- Wake up with plenty of time for breakfast and get ready before 8:45 am (go to bed early too)
- Check your emails, Compass and Google Classrooms
- Prepare a to-do list for each day
- Be ready to be flexible if things don't go to plan

SET UP YOUR SPACE

- Keep your learning space clean, quiet and comfortable
- Be aware of your background when using your webcam
- Try to work with natural light and lots of fresh air



ACCESSING WORK

- Teachers will post work on Google Classroom with all of the resources, information and deadlines you need
- Make sure you understand your learning targets and criteria for success
- Submit work before deadlines to keep on track

COMMUNICATION

- Ensure you are dressed in neat casual clothes (no pyjamas)
- Use Google Meet to chat with your teachers and peers in class time
- Turn your microphone and webcam off when you join
- Outside of class time, email your teachers



HEALTH AND WELLBEING

- Make time for exercise and mindfulness
- Take regular breaks from screens and learning and spend time outside if possible
- Try to check in regularly with teachers, friends and family
- Tell someone if you don't feel right

SOURCES OF SUPPORT

Curriculum Issues - Classroom Teacher
Wellbeing Issues - Head of Year or Homeroom Teacher
IT Support - email itdepartment@trac.nsw.edu.au
General Questions - email trac.online@trac.nsw.edu.au



TRAC ONLINE

A Wellbeing guide for students and parents



USE SUPPORT STRUCTURES

- Use your family and friends as a support structure
- Attend weekly Wellbeing meetings to connect with your school
- Year leaders, House leaders and Homeroom teachers are here for you
- College counsellor Mr Lance and the College Chaplain Mr Tyndall



BALANCE IS THE KEY

- Develop a routine that works for you
- Take regular breaks
- Do something creative
- Get some exercise every day
- Limit screen time to short blocks



SEIZE THE DAY

- Prepare to learn something new
- Be resilient - you may fail before you succeed
- Share and clarify learning with Google Meet
- Manage when you learn and how you learn
- Make each day count



KEEP CALM & CARRY ON

- Limit your time spent on social media
- Remember there are teams of scientists working hard to find a cure for Covid-19. They will succeed!
- Stay informed by checking a reputable media source once a day
- Stay calm, be cool, wash hands

If you need additional support contact
the College on 0269331811
or email trac.online@trac.nsw.edu.au

SECTION B
HEAD OF DEPARTMENT DETERMINATION

To be completed by the Head of Department (HOD).

HOD's Name: _____

Department: _____

Course: _____

Date Illness/Misadventure form received: _____

Head of Department Determination:

- 1. Task to be accepted without penalty? Yes No
- 2. The task was submitted late. Yes No
If yes, how many days late was the task submitted? _____ day(s)
- 3. The task was missed/not completed. Yes No
- 4. An extension will be granted. Yes No
If yes, nominate a revised due date: ____/____/____
- 5. An estimate will be awarded for the assessment. Yes No
- 6. A zero (0) mark will be awarded. Yes No

HOD's Signature: _____ Date: _____

SECTION C
STUDENT ACKNOWLEDGEMENT

Student acknowledgement of HOD determination.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

If you are not satisfied with the determination, you may complete the Appeal form and return to the Deputy Principal – Teaching, Learning and Innovation within three (3) days of receiving the determination.



The Riverina Anglican College

An International Baccalaureate World School

Farrer Road, Wagga Wagga

Office: 8.00am - 4.00pm school days

P 02 69331811 **E** office@trac.nsw.edu.au

www.trac.nsw.edu.au

