

Extension of Lockdown 4.0 and Changes to Remote Learning

Please note that the procedures listed below are following the Victorian State Government and Melbourne Archdiocese of Catholic School guidelines. We have been instructed to extend Remote Learning until at least Thursday 10th June.

June 3, 2021

Dear Families,

We hope you have all had a safe week with your family during our current lockdown situation. We understand that this is a difficult time for many of you; living during a pandemic with extreme changes to many of our social, working and financial lives. We thank you for supporting your child/ren during Remote Learning so far this week. Teachers have reported how wonderful it has been to see many of their students join the Whole Class and Focus Group Google Hangouts.

While we were disappointed to learn of an extension to the lockdown in metropolitan Melbourne yesterday, we understand that we must all play our part in minimising the risk of this virus spreading further in the Victorian community. We will be continuing Remote Learning at Galilee until Thursday 10th June, as directed by the Victorian Government.

We will also be adhering to the current structured number of students and staff onsite each day for the coming week, as instructed by the Victorian Government.

We have outlined a number of things below that are going to change at Galilee now that we are entering an extended lockdown.

Pupil Free School Closure Day

A Pupil Free School Closure day will take place tomorrow, **Friday 4th June** as communicated by us earlier this week. The Victorian Government announced last week that teachers would need a Pupil Free School Closure day to prepare for remote learning. At Galilee, we have decided that now is the time to access this day so that our staff can prepare and plan for a more comprehensive Remote Learning Program next week that is upscaled from what we offered this week.

Teaching staff will not be available to check Dojo or respond to emails from families or students on Friday 4th June as they will be planning and preparing for Remote Learning next week.

Changes to our Remote Learning Program:

As Remote Learning is continuing next week we have decided to enhance our Remote Learning Program to be more inline with what was done last year at Galilee during the second, long lockdown.

Changes to Remote Learning Model at Galilee that will start on Monday 7th June:

- By 4pm each Friday (starting this Friday 4th June), classroom teachers will post all lessons for the following week on Dojo (Prep - Year 5) or on Google Classroom (Year 6 only).
- There will be a priority task for each day of the week (Monday - Thursday) highlighted in yellow. Students will need to submit the priority task by 6pm each night and students will receive feedback within 24hrs.
- Each morning (Monday - Thursday), classroom teachers will post instructional videos/resources that will help students understand and complete the Priority Task for that day.
- Classroom teachers will be available to families via email and Dojo from 9am - 4pm Monday - Thursday (except when they are teaching via Google Hangout or when they are having their designated recess and lunch breaks).
- Classroom Teachers will plan on a Friday and will not be available to answer student/family questions.
- Specialist classes/activities are scheduled on a Friday. Students are encouraged to complete L.O.T.E, Physical Education, Art and Performing Arts activities on Fridays. All Specialist lessons will be posted on Thursday afternoon. *****Please note that this will begin next week on Thursday 10th June (if lockdown continues).***
- Specialist Teachers will make an instructional video for students in Prep, Year 1 and Year 2. Miss Carnovale will post these instructional videos, created by Specialist Teachers on the Prep-Year 2 Dojo on a Thursday afternoon. *****Please note that this will begin next week on Thursday 10th June (if lockdown continues).***
- Specialist Teachers will answer online queries of work via email from 9am - 4pm on Friday only. *****Please note that this will begin next week on Friday 11th June (if lockdown continues).***
- Specialist tasks will need to be completed by students by Tuesday at 6pm. Specialist Teachers will provide feedback on student work, in their specific learning area, on the Wednesday of each week. *****Please note that this will begin next week and Specialist Tasks will be due on Tuesday 15th June (if lockdown continues).***

- Students will be asked to complete and upload/submit the yellow highlighted priority task via email, Dojo or Google Classroom (Year 6 only) by 6pm each day. If highlighted tasks are completed earlier by students, we will ask you to hold onto them and submit them on the due date. For example, if a student completes Thursday's priority task on a Wednesday, they will be asked to submit the task on Thursday, the day the task is assigned.

Google Hangouts/Google Meets:

- Teachers will connect with their whole class Monday-Thursday at the same time via Google Hangout (9am for Prep-Year 2 classes and 10am for Year 3-6 classes). During the daily Hangout teachers will complete the roll, complete a wellbeing/checking in task and explain the learning tasks and expectations for the day. Students will be required to attend these Whole Class Google Hangouts each morning.
- On Friday morning, classroom teachers will ask students to either jump onto a Google Hangout or respond to a Dojo indicating that they are present for the day. A formal Whole Class Google Hangout session will not occur on Friday morning. *****Please note that because tomorrow, Friday 4th June, is a school closure day, student attendance will not be taken and a Google Hangout/Dojo Post will not occur.***
- English and Mathematics Focus groups are organised by the classroom teacher. Every child will be allocated into one Literacy Focus Group session per week, and one Maths Focus Group session per week. This means that classroom teachers will see every student once for Maths and once for Literacy across the week. Student attendance is required during these focus groups.
- Focus Group Google Hangouts for Prep-Year 2: English Focus Groups will be held with allocated students each day straight after the Whole Class Google Hangout at 9am. Maths Focus Groups will be Held at 12noon for select students each day from Monday-Thursday. These focus groups will not be optional starting on Monday. The time and date that your child/ren is to attend a focus group will be communicated to you by your child/rens classroom teacher.
- Focus Group Google Hangouts for Year 3-6: English Focus Groups will be held with allocated students each day straight after the Whole Class Google Hangout at 10am. Maths Focus Groups will be Held at 1pm for select students each day from Monday-Thursday. These focus groups will not be optional starting on Monday. The time and date that your child/ren is to attend a focus group will be communicated to you by your child/rens classroom teacher.

- Support staff will provide regular intervention or class support via Google Hangout throughout the week. Students involved in these intervention groups will be notified in separate communication.

Attendance:

- A daily attendance roll will be taken by classroom teachers during the Classroom Hangout. ***Families are asked to notify classroom teachers, via Dojo, if a child is sick and unable to attend their Whole Class Google Hangout, Focus Group Google Hangout*** or complete lessons on a given day.
- On Friday morning, classroom teachers will ask students to either jump onto a Google Hangout or respond to a Dojo indicating that they are present for the day. A formal Whole Class Google Hangout session will not occur on Friday morning. **** Please note that because tomorrow, Friday 4th June, is a school closure day, student attendance will not be taken and a Google Hangout/Dojo Post will not occur.**

Remote Learning Protocols

- If possible, students **should not** be working from their bedroom during Google Hangout sessions.
- It is advisable that students are working in a space in which they are visible and being supervised.
- Pyjamas **should not** be worn during Google Hangout sessions unless the classroom teacher has indicated that it is a special 'Dress in your Pajama's Day'.
- Students should refrain from eating and/or drinking (other than water) during the Google Hangout and focus group sessions to reduce distractions.
- All distractions should be avoided as much as possible (eg children should go to the toilet prior to sessions).

What is different to Remote Learning at Galilee now that the lockdown has been extended?

- Classroom Teachers will upload the **weekly timetable and activities for the following week every Friday**, by 4:00pm on Friday, starting Friday 4th June. This will allow flexibility for students to commence tasks, if necessary. Classroom Teachers will be setting activities for Monday-Thursday only.
- Classroom Teachers will post instructional videos and/or additional resources related to the priority task each morning based on the priority task that is due that day.
- Friday will be a dedicated Specialist Day. Specialist Teachers will upload their lesson outlines and resources on Thursdays, by 4:00pm, and students will be given until the following Tuesday 6:00pm to complete tasks (unless otherwise stated by the Specialist Teacher). ****Please note that this will start next week.**
- Specialist Teachers will be contactable on Fridays via email. ****Please note that Specialist Teachers will not be available tomorrow, Friday 4th June, as we have a Pupil Free School Closure Day.**
- Focus Groups for English and Mathematics will not be optional starting on Monday 7th June. Students will be scheduled into an English Focus Group and a Mathematics Focus Group each week. Classroom teachers will communicate times for focus groups with students/families via Dojo (Prep-Year 5) and Google Classroom (Year 6).
- Classroom Teachers will use Friday as their planning/meeting day to prepare for lessons and begin pre-recording instructional videos. They are not available to parents and students on this day. Staff meetings will also take place on Fridays.
- Monday - Thursday daily attendance/absences will be recorded every morning at the whole class Google Hangout.
- On Friday, to record students' attendance/absences, students are to click on the Google Hangout link their teacher will send to them at 9am, write 'here' or 'hello' or click a 'thumbs-up' in the Google Hangout chat function and then leave the hangout. This brief action will record attendance so the child does not need to stay on. It will not be an opportunity for students to talk to their teacher. Alternatively students will be asked to respond to a Class Dojo indicating that they are present each day and working on set tasks. ****Please note that because tomorrow, Friday 4th June, is a school closure day, student attendance will not be taken and a Google Hangout/Dojo Post will not occur.**

- Online School Assemblies won't take place until we have further clarification on the duration of Remote Learning.
- TheirCare will provide before and after school care for those students who have attended school on that day or are registered to attend onsite learning. ***At this stage it will not be a free service and families will be charged for the service.***

What does student wellbeing look like during Remote Learning?

- Every child at Galilee will attend a Google Hangout session each morning Monday - Thursday. It is important that each child has daily contact with their Classroom Teacher and classmates. During the Google Hangout, there will be time for communal prayer, recording of attendances and an opportunity to check-in with the class group. Students will also engage in small focus groups for English and Mathematics at specified times given by the Classroom Teacher. Additional online support will be provided by Learning Support Officers to students requiring assistance to complete work.

Who do I contact if I have concerns about my child's wellbeing or academic progress during Remote Learning?

- Our avenues for communication for such matters have not changed. In the first instance, you would contact your child's Classroom Teacher to have any concerns or matters addressed. For Wellbeing concerns, contact Carlo Martello or Jane Ferris. If your child requires a device, please contact Mr Martello. Online counselling will be provided by Sharon Cameron, our school counsellor. Please contact Jane Ferris (jferris@gsm.vic.gov.au) for all inquiries regarding intervention programs and support. You can also contact other school leaders through the school office.

What does child safety and online learning look like during Remote Learning?

Students **must** follow the guidelines from our Digital Technology Agreement.

Please remind your child/ren of the following guidelines:

- I will not email or participate in 'Google Chats' with others unless directed by my teacher.
- I will use ICT for learning purposes as directed by my teacher.
- I will respect all school ICT and treat equipment/devices with care.
- I will report any breakages/damages to a staff member as soon as possible.
- I will keep my password private and not let anyone else log in with my username. Adults (parents/carers/staff) may log in on my behalf.
- I will not use any form of ICT to find, create or send material and activities which might upset, offend, harass or humiliate me or anyone else. (Repeated incidence of such behaviours is considered bullying).

- I will not intentionally click on online advertising.
- I will not use search engines to look for things that are not acceptable or inappropriate. This includes anything that is rude, violent or uses unacceptable language.
- I will not use ICT to share anyone's personal details or images (including my own). This includes addresses, telephone numbers, full names and images.
- I will seek teacher permission before uploading any content to websites (e.g. wikis).
- I will not connect any device (such as a USB, camera or phone) to school ICT or download and run any programs or software (this includes games) without the permission of my teacher.
- I will seek permission from individuals before taking photos, recording sound or videoing them (including teachers).
- I will not try to edit or change any part of my Google Account, this includes adding extensions or themes on Google Chrome.

If a student does not feel safe in the online learning environment (either during their daily Class Hangouts or completing tasks online) they should contact their Classroom Teacher immediately so that concerns can be addressed as soon as possible. For further information about e-Safety and best practice online, please visit <https://www.esafety.gov.au/>.

If your child requires a computer device, please contact Mr Martello.

Postponed / Cancelled / Rescheduled Events for the Galilee School Community:

Unfortunately due to the lockdown extension the following events have had to be postponed / cancelled or rescheduled:

School Disco - Friday 4th June

The School Discos have been rescheduled to Friday 25th June.

P-2 Disco 5-6pm

3-6 Disco 6.30pm - 7.45pm

If you have already purchased a ticket and are now unable to attend, you may like to donate the \$5 entry fee to the school! However, if you require a refund, please email Carmen Carnovale on ccarnovale@gsm.vic.edu.au with your name and your child's name and a refund will be organised for you.

Year 5/6 Netball Premierships - Wednesday 9th June

We are awaiting a new date for the Netball Lightning Premiership. Students involved will be notified when a date has been set.

Year 5/6 Football Premierships - Thursday 10th June

We are awaiting a new date for the Netball Lightning Premiership. Students involved will be notified when a date has been set.

Sprouts Program - Friday 11th June

Although the lockdown is set to end on Thursday 10th June at 11.59pm, the decision has been made to cancel the Sprouts Session on Friday 11th June. An email has also been sent to all Sprouts Families.

Music Soiree - Wednesday 16th June

Although the lockdown is set to end on Thursday 10th June at 11.59pm, Monday 14th is a public holiday and Tuesday 15th June is a school closure, the music teachers do not feel that students would be prepared for a performance with no face to face classes in the weeks prior.

The Music Soiree has been rescheduled to Wednesday 28th July.

If you have put in session preferences to Carmen Carnovale, these will remain. If your child wasn't performing please contact the instrumental teacher to confirm that this is still the case.

We are hoping by this date, restrictions would have eased in terms of density limits, and this also gives students more time to properly prepare for their performance.

Winter Warmers

The following Winter Warmers have been cancelled;

Friday 4th June: Prep Families

Thursday 10th June: Year 1 Families

Friday 11th June: Year 2 Families

We will endeavour to have these families onsite as soon as possible and practical to catch up and connect.

We will also be in touch re: upcoming Winter Warmers as they are now dependent on density limits and restrictions.

Thursday 17th June: Year 3 Families

Friday 18th June: Year 4 Families

Thursday 24th June: Year 5 Families

Friday 25th June: Year 6 Families

In the event of Stage 4 restrictions continuing beyond next Thursday 10th June, we will communicate with you any potential changes to the above model.

Early last week we had a branch of one of our trees fall whilst our students were playing outside. Thankfully no one was injured. We engaged an arborist to come and inspect all of our trees and he discovered that some of them were dead and needed to be removed for safety reasons. Thankfully he was able to do this on Monday which means the playground area is completely safe for our students when they return.

We have delayed the publishing of the Bulletin until tomorrow Friday 4 June when we will also be sending home a copy of the 2020 Annual Report to the Community.

At this time of enormous social and economic upheaval, I wish you health and safety as we continue to model a sense of calm and resilience for the children in our care.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Millar', written in a cursive style.

Simon Millar
Principal Galilee Regional Catholic Primary School