



## GUIDELINES FOR DISTANCE DELIVERY, TERM 2 2020



## PRINCIPAL'S MESSAGE

When we began the year 2020, I don't believe anyone could have anticipated that this is how things would eventuate. There have been many uncertainties over the past months, yet one thing has never been more certain in my mind; the strength of the Safety Bay Primary School Community. While times of change can bring with them challenges, they can also bring out the best in individuals, in teams and in communities. I believe we have seen the very best of our Safety Bay Primary School team as we rise to the challenge of meeting the needs of all of our learners, whether at home or at school.

Our staff are committed to staying connected with all students and ensuring a network of supports for families. This document outlines the underlying principles of our Learning at Home approach and details supports available to families, both within and outside of school.

We encourage all members of our community to continue to engage with our school and stay up to date with the latest information. We are excited to hear from families about their successes in this new learning format and all of our staff are looking forward to welcoming students back to Term 2, regardless of where the learning is occurring.

In addition to school-provided learning experiences, Learning at Home can provide opportunities for students to engage with nature, bond with family, learn civic responsibility, and focus on social health. We strongly encourage all families to take a balanced approach to learning this term and embrace some of the unique opportunities only the home learning setting can provide.

This is new territory for all of us and we are all learning together. Thank you for your continued support and best wishes to all of our Safety Bay families.

*Wayne McKay*

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## Learning at Home - Key Contacts

General Enquiries - School Office - [safetybay.ps@education.wa.edu.au](mailto:safetybay.ps@education.wa.edu.au)

Year Level Learning Content - Class/Year Level Teachers

Curriculum and Distance Delivery - Lauren Milne - [lauren.milne@education.wa.edu.au](mailto:lauren.milne@education.wa.edu.au)

Students with Additional Needs - Jodie Schicker - [jodie.schicker@education.wa.edu.au](mailto:jodie.schicker@education.wa.edu.au)

Wellbeing and Cybersafety - Rebekah Martinez - [rebekah.martinez@education.wa.edu.au](mailto:rebekah.martinez@education.wa.edu.au)





## VISION

Safety Bay Primary School is committed to ensuring all students are safe, supported and able to continue with their learning, whether at school or at home. We seek to support all aspects of our student's positive sense of wellbeing, including physical, mental, social and emotional.

## VALUES

These values support our school's vision, goals and beliefs:

**Respect Responsibility Resilience Reflection Relationships**

## BELIEFS

- **The best approach is a balanced approach. Learning is important, but individual and family wellbeing is priority.**
- Education is open. We are committed to providing engaging learning opportunities to all students, regardless of the setting.
- This is a unique time, with varied challenges and rapid change. Our best approach is to be agile and responsive with focus on communication.
- Our school community is strong and we will continue to prioritise supporting each other and upholding our school values.

RESPECT | RESPONSIBILITY | RESILIENCE | RELATIONSHIPS | REFLECTION



## OUR VALUES

At Safety Bay Primary School our 5R values are at the core of what we do. Our Learning from Home curriculum delivery is no exception. We encourage all community members to continue to demonstrate our values when engaging with distance delivery. Our staff will be supporting students with explicit teaching and feedback regarding their demonstration of our 5R values online.

We can demonstrate the 5Rs by:



### RESPECT

- Communicating in a courteous manner with all members of our community
- Treating others how we would like to be treated
- Following protocols for online discussions/posts
- Believing in the positive intentions of others



### RESPONSIBILITY

- Engaging in learning opportunities
- Looking after our personal wellbeing and having physical activity breaks
- Keeping an organised workspace
- Prioritising tasks - teachers will help with this
- Being cybersafe



### RESILIENCE

- Taking breaks to do things that make us happy
- Being prepared to try again
- Asking for help if we are having difficulty with a task
- Being patient with technologies and using the offline task options if needed



### RELATIONSHIPS

- Staying connected by engaging with communications from the school
- Participating in collaborative learning opportunities
- Inviting our family to engage in fun learning projects with us - eg - fitness, building projects



### REFLECTION

- Identifying the things we are doing well
- Showing gratitude for the actions of others
- Thinking about how we have shown our 5Rs

## SUPPORTING YOUR CHILD'S LEARNING FROM HOME

**The best approach is a balanced approach. Learning is important, but individual and family wellbeing is priority.**



At Safety Bay Primary School, we recognise that every family, every home, is different. Learning at home is an opportunity to engage with school-provided curriculum materials while embracing the unique opportunities home learning provides. Over the past month, we have loved seeing photos, and hearing about student's home learning. We love knowing that you are baking, watching documentaries together, working on community projects and being physically active with your families. The start of Term 2 is not the time to stop these things. Continue to learn together and to maintain a balance between formal Learning at Home and family wellbeing.

When you start to think about helping your child to learn from home, remember that no one expects you to be a subject matter expert or teacher. The most important thing you can do is to continue to provide comfort, support and encouragement to your child.

Parents and families, you can provide support for your child's learning by:

- setting aside a space for your child to work in
- monitoring communications from your child's teachers
- beginning and ending each day by asking about your child's learning
- taking an active role in helping your children with their learning
- encouraging physical activity and/or exercise
- remembering that your child might be stressed or worried during this time
- monitoring how much time your child is spending online
- keeping your children social, but setting routines and expectations around their social media interactions

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. They allow your child to process the instructions they get from their teachers and help them organise themselves and set priorities.

Morning

What are you learning today?

What are your learning goals?

What supports do you need?

How will you be spending your time?

Afternoon

What did you learn today?

What three things went well today. Why were they good?

What was challenging? How could you deal with this next time?

Are you ok? Do you need help with something to make tomorrow more successful?

# HOW WILL MY CHILD LEARN FROM HOME?

Extensive considerations have been undertaken in determining the most suitable delivery for Learning from Home to meet the needs of our community. In addition to accounting for best practice in teaching and learning, we considered feedback on the interim Learning from Home resources utilised at the end of Term 2, the availability of technologies within families and the best way to engage students with the online learning activities. A key focus was enabling all students to remain connected with their regular school network, including classroom teachers, specialist teachers, wellbeing staff and administrators. We are a connected community and it is particularly important, at this time, that this culture is maintained.

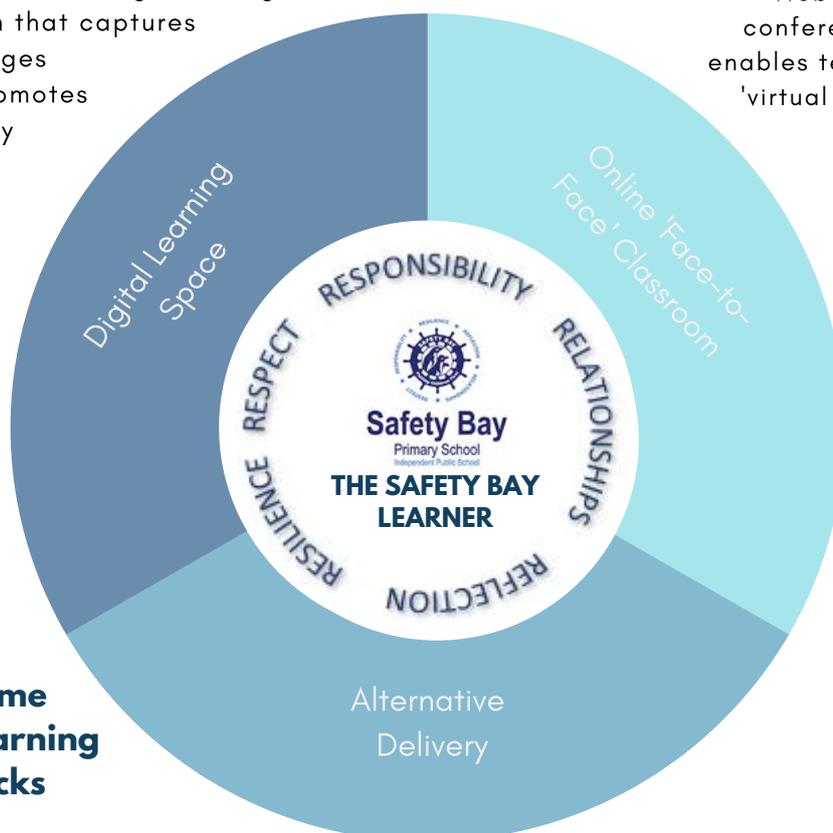
**Based on this knowledge and evidence-based research, the following platforms will be utilised for Learning from Home in Term 2, 2020:**



Seesaw is a digital teaching, learning and portfolio platform that captures learning, encourages reflection and promotes student and family engagement



Webex is an online video conferencing platform that enables teachers to create a 'virtual classroom' space to engage students in learning content.



**Home Learning Packs**

Where, due to technology limitations at home, families are unable to access the digital Learning at Home content, hard copy packs may be requested from your child's teacher from the commencement of Term 2.



# SEESAW



Seesaw will be utilised as the online learning space for all students from K-6. Seesaw has been selected for:

- The easy to use interface for teachers, students and families.
- Ability to be utilised across year levels in a manner that supports developmentally appropriate, engaging learning activities.
- Provides an individual learning portfolio to record student learning and growth.
- Supports teacher and family feedback and communications
- Allows multiple staff to support student learning in a shared space.

## What will learning look like on Seesaw?



When you log in to Seesaw with your child's Home Learning code, you will see their Year Level home page. All students in the same year level share a learning space. This enables them to be supported in their learning by the most staff members possible.

Your child's teacher will use Seesaw messages and notifications to communicate with you. You will receive a weekly outline at the start of each week from your child's year level teachers. This will outline:

- The priority tasks for the week
- Teachers that will be available online to support student learning



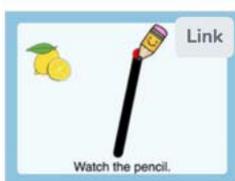
Learning activities will be added to each Year Level Seesaw Class on daily/weekly basis as appropriate.

Learning activities will have explicit instructions with direct links to the lesson materials (videos, readings etc).

Students will complete tasks directly in the Seesaw workspace or submit their work as a photo or link. Teachers will support students in regard to this.

All work submitted by students is automatically added to their learning journal/portfolio. Teacher feedback is provided within the learning journal.

### TASK EXAMPLE:



#### Handwriting - Week 2

1. Watch the video to see how the letters are formed.
2. Using the  complete the handwriting task.

OR

1. Watch the video to see how the letters are formed.
2. Print the handwriting pages and complete them.
3. Take a photo of your sheets and upload them.

0 Responses, 0 Waiting for Approval, 0 Drafts, 78 Not Responded

 Add Response



### Remember:

Regardless of where learning takes place, students learn at different rates. Every home learning situation will be different and it is important that parents continue to be the best judge of the volume of content that children complete.

Teachers will facilitate extension activities for those that require them and provide guidance on which areas of content/learning activities should be prioritised.

## SEESAW - GETTING STARTED



### How do I login?

Download the Seesaw Class App on your device.  
Use the Home Learning Login code - Provided via Connect Term 2, Week 1  
Further details are available below.

### What if I get stuck?

Remember, we are all learning together and we are here to help.  
If you are having a technical difficulty, please forward a query to your child's classroom teacher who will refer you to one of our Seesaw Tech Experts.  
If your query is related to learning content, please communicate with your child's teachers via the Seesaw app.

*Seesaw*

## How To for Students: Home Learning with Seesaw

Follow these steps or [watch a video](#)

 CLASS app.seesaw.me	<b>STEP 1:</b> Download or update the Seesaw Class app on your device or go to <a href="http://app.seesaw.me">app.seesaw.me</a> to get started. <i>App update is required!</i>
	<b>STEP 2:</b> Click ' <b>I'm a Student</b> ' to log in with your Home Learning Code.
	<b>NOTE:</b> Your teacher may have sent your Home Learning Code on a handout like this or in an email or text message.
	<b>STEP 3:</b> Enter your Home Learning Text Code or scan your Home Learning QR Code when you see this page.
	<b>STEP 4:</b> Once logged in, you will be in your student journal where you can create posts, complete activities, and see Announcements from your teacher.
	<b>STEP 5:</b> To see activities from your teacher, tap the Activities tab ( <i>on the right side under class name</i> ).
	<b>STEP 6:</b> Click ' <b>Add Response</b> ' to respond.
	<b>STEP 7:</b> Always press the green check to save work to your journal.
	<b>STEP 8:</b> To see Announcements from your teacher, tap the inbox tab ( <i>on the right side under class name</i> )

# WEBEX



Webex will be utilised as the online meeting and teaching/learning space for our school community. Webex has been selected for:

- The easy to use interface for teachers, students and families.
- Ability for teachers to engage with students in a 'live' format and to demonstrate content and respond to queries.
- Opportunities for students and families to engage with a range of school staff
- Provision of differentiated learning supports (small group)
- Security features to support cybersafety.
- Department of Education recommendation

## What will learning look like on Webex?



Your child's teacher(s) and education assistant(s) may use Webex to engage with students in a live format. This may include discussions, demonstrations and collaborative activities.

**If your child's teacher will be holding a Webex session, they will deliver a meeting code and log in instructions via the Seesaw app.**

Webex is an online video-conferencing tool. All staff are committed to supporting students to follow the school's Appropriate Use of Online Services guidelines and cybersafety protocols. Webex is a secure site and online classrooms can only be accessed via class members using the meeting code provided by the teacher. Students and teachers are able to turn off the video function if preferred.



## HOME LEARNING PACKS



While digital delivery has been utilised as our primary method of At Home Learning delivery to maximise opportunities for collaborative learning and feedback, we recognise that it will not be suitable for all families.

If your access to technology limits participation in the digital content, please contact your child's classroom teacher to make arrangements to collect a hard copy format. You will receive a weekly contact from the school to discuss your child's progress and opportunities for feedback.

## CYBERSAFE LEARNING

As a school we consistently prioritise, and explicitly teach, protective behaviours. While students will be supported by staff to maintain these behaviours in an online environment, we highly recommend you discuss cybersafety protocols with you children before beginning any online learning.

While staff will deliver content from secure platforms, it is essential that online behaviours are monitored at home as in any other circumstance.

General queries related to supporting cybersafe learning may be directed to Rebekah Martinez (Deputy Principal) at [rebekah.martinez@education.wa.edu.au](mailto:rebekah.martinez@education.wa.edu.au)





**Safety Bay**  
Primary School

Independent Public School

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