

Learning From Home Guide 2021

Overview

We understand that "Learning From Home" is a challenging time for everyone and each family's circumstances are different. Some days will be better than others and we expect that all activities may not be completed by all students; this is perfectly okay. The Teaching Frameworks provided are aimed at revision and application. We are not expecting new content to be absorbed while learning from home at this stage. If you have any questions or require any support at all please reach out.



Wellbeing

We know that the 'school day' will look different in each and every household. We understand that every family is different and operates on routines that suit them.

Please be assured that the staff of Newport Public School are still here to support your child in their learning and wellbeing. Should you need further support, please contact us via the school office.

The following websites are also very useful should you require them: Kids Helpline <u>https://kidshelpline.com.au/</u> eSafety Commissioner: <u>https://www.esafety.gov.au/parents</u> Department of Education Strategies & Activities: <u>https://education.nsw.gov.au/teaching-and-</u> <u>learning/curriculum/learning-from-home/wellbeing-at-home</u>

Attendance

If your child is sick and unable to learn from home (at home), please notify the school via email or the Schoolstream App and our office staff will record this on our records.



Communication and where to go for help

Newport will continue to communicate with families via email, the School Stream App and the website. Our office staff are well equipped to assist you with your inquiries related to log ons, passwords, troubleshooting technology and general inquiries.

If you need to speak to your child's teacher with a class specific inquiry, please phone the school office - 99994100 and a message will be passed on. For all other inquiries, please contact us via email newport-p.school@det.nsw.edu.au or the phone. Messages will be passed on and responded to in a timely fashion. Please be mindful that teachers may be teaching, preparing resources, supporting students or responding to questions.

Digital Citizenship

It is important that during this period of learning from home we maintain safe and responsible use of information ad communication technologies including appropriate use of digital platforms, privacy and information protections, respectful communication and how to deal with issues online. We recommend you take the time to explore the issues of digital citizenship and online safety and discuss these with your child/ren. It is important to be aware of the Department's <u>Student Use of Digital Devices and Online Services Policy</u> regarding technology, devices and the internet.



Learning From Home Guide (DoE)

The guide below has been published by the Department of Education.as a guide for students and parents regarding the expectation for time spent when Learning from Home. It is a guide <u>only</u> and we are adhering to families doing their best and what's possible which changes from day to day, moment to moment!



Accessing the Learning for Newport

The school will provide the weekly Framework for Teaching via;

- the school website <u>https://newport-p.schools.nsw.gov.au/learning-at-our-school/learning-from-home.html</u>
- your child's Google Classroom
- Paper copies to be collected from the Kiss and Drop zone in Beaconsfield Street from 8.30am on Monday mornings.



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Newport Learning From Home

Click on the link below, to access the Frameworks directly;

Kinder Learning From Home Year 1 Learning From Home Year 2 Learning From Home Year 3 Learning From Home Year 4 Learning From Home Year 5 Learning From Home Year 6 Learning From Home

<u>Gifted and Talented Students Learning From Home</u> for extension in Mathematics if needed.



Google Classroom

Google Classroom is an online platform where students will be able to share work with their teachers. During the Learning From Home period teachers will acknowledge and/or provide feedback to students about their work through Google Classroom. Students are encouraged to post one piece of work per day to the 'classwork' section in their Google Classroom to share with their teacher (e.g. photos of work completed from the home learning plans). Teachers will check these posts and provide feedback on one piece of work/day (approx.). This may be done through posting group messages to the class acknowledging student effort, sharing exemplar work-samples and giving feedback on progress and improvement.

Guidelines for students when working in Google Classroom are: •Always work online with the school code in mind – cooperate, achieve, respect and engage;

•In the event peer-to-peer feedback is required in the future, follow the critiquing etiquette learnt at school in Project Based Learning lessons. That is feedback should be kind, specific and helpful;

•Questions and comments are to be related to the learning activities;

•Google Classroom is a place for learning interactions;

•Think before you comment or post. Is the work you're posting something you would like to showcase or receive feedback about? Is the question or comment you're about to post productive, not just for yourself, but for everyone in the class?

How do I get to Google Classroom?

Step 1. Go to bit/lynewportcb



Step 2. Click on the Google Classroom icon





How to get to Google Classroom continued ...

Step 3. Students enter their login details (the same details as they use to get on to the Chrome Books at school). They may need to type @detnsw after their login. The password remains the same as at school.

Login with your DoE account		
User ID		
Enter your user ID		
Example: jane.citizen1		
Password		
Enter your password		
Log in		
Forgot your password?		

Step 4. Verify your account and click 'Continue'.

Google	
Verify it's you	
@education.nsw.go	w.au
We would like to confirm the referenced acc If you recognize this account, please press c	ount is yours. ontinue.
I don't recognize this account	Continue

Step 5. Click into the classroom set up for your child.



Step 6. Check the dashboard for messages from your teacher.





How to Upload Work to Google Classroom

Step 1. Click on the assignment posted in the 'Stream' for the day you want to submit work (alternatively, click on 'Classwork' at the top bar and on the next page click 'view assignment' for the day you want to submit and follow steps (2-7)



Step 2. 1.Click 'Add or create' on the right hand side of the page.

	Monday Term 3 Week 2 : Nicole Troy · Jul 16 (Edited Yesterday)	Your work Assigned	
	This is where you can post any Monday work you completed.	Mark as done	
	A Class comments		
	Add a class comment	은 Private comments Add comment to Nicole Troy	

Step 3. Choose the file/document you would like to upload. If you have saved the photo as a file on your computer click 'File'.





How to Upload Work to Google Classroom continued...

Step 4. Click 'Browse' to locate the file you would like to upload or drag the file into the window.



Step 5. The file will load and then click 'Turn in'

	Kandinsky artwor mage	×
	+ Add or create	
	Turn in	
• Privat	e comments	

Step 6. A pop up screen will appear where you will need to again click 'Turn in'



Step 7. Your work is now submitted.



Zoom and Video Conferencing Protocols

Protocols for using Zoom have been written in the interest of privacy, safety and wellstructured online learning environments. The protocols, explained below, outline the responsibilities for you, our students and teachers when delivering lessons through Zoom. The protocols add to our current online user agreement signed by all parents and students and underpin our user agreement for Zoom. By having your child log into a Zoom meeting, you and your child have acknowledged these protocols and agree to participate in video conferencing adhering to these guidelines.

Protocols for using Zoom

Zoom sessions delivered by teachers cannot be recorded or reproduced in any way.

Parents:

- Support students to access Zoom meetings;
- Support students to have a distraction free background behind them or blur their Zoom background;
- Support students to check their computer webcam and speakers in advance of the meeting;
- Never join a class meeting;
- Understand the student protocols below and support your child/ren with these.

Students:

- Always work online with the school code in mind cooperate, achieve, respect and engage;
- Questions and comments are to be related to the learning activities being taught in the meeting;

• Think before you speak. Is the question or comment you're about to post productive, not just for yourself, but for everyone in the class?

- · Zoom is a place for learning interactions, not social interactions;
- Never chat to your classmates using Zoom without the teacher present;
- Be ready to access the Zoom meeting on time;
- · Check your computer webcam and speakers in advance of the meeting;
- Make sure you have a distraction free background or blur your Zoom background;
- When you're using your name in Zoom, only use your first name and initial of your surname;
- Don't invite anyone else into your class's Zoom meeting.



Zoom and Video Conferencing Protocols continued ...

Teachers / Newport Public School:

• Provide students with a Zoom meeting time, link and password in advance via students' Google Classroom;

- Only conduct whole class group meetings. One-on-one meetings will not be held;
- Lead the meetings, setting the purpose, learning intentions and behavior expectations.
- Remove and/or mute participants as deemed necessary;
- Never allow students into or be left in a Zoom room without a teacher's supervision;
- Add passwords to Zoom rooms and communicate these to relevant students only.

Zoom Times

Teachers will be "zooming" at the following times;

Please check the Zoom dates at the top of the Google Classroom stream as not all teachers will be able to Zoom on the specified day due to face to face teaching requirements.

Grade	Zoom Times (Mondays/Wednesdays/Fridays) Unless your child's teacher is face to face teaching.
Kinder (Including KTS)	8.55am
Year 1 (Including 1TS)	9.30am
Year 2	9.30am
Year 3	10.00am
Year 4	10.00am
Year 5	10.30am
Year 6	10.30am



Zoom-Accessing a Lesson

If you are using Chrome and already logged into your Google Classroom, you will be able to click directly on the Zoom link and it will take you to the Zoom meeting without needing extra Zoom sign in steps. You will need the Meeting ID and Password also from Google Classroom.

Otherwise, here is another way to access Zoom.

- 1. Open a desktop browser (preferably Chrome)
- 2. Go to <u>nsweducation.zoom.us</u>
- 3. Click 'join'



4. Click 'sign in' at the top right corner of the screen





Zoom-Accessing a Lesson cont...

5. Login with your department credentials

Login with your DoE account	
User ID	
Enter your user ID	
Example: jane.citizen1	
Password	
Enter your password	
Log in	
Forgot your password?	

6. Click the link to open Zoom Meetings.

nsweducation.zo	om.us/j/6320791818?pwd=WXpFbExocmpWWHRuTTRhQ2NLTnVXZz09#success
	Open Zoom Meetings? https://nsweducation.zoom.us wants to open this application. Always allow nsweducation.zoom.us to open links of this type in the associated app
	Open Zoom Meetings Cancel
	Click Open Zoom Meetings on the dialog shown by your browser If you don't see a dialog, click Launch Meeting below By clicking "Launch Meeting", you agree to our Terms of Service and Privacy Statement Launch Meeting
	Don't have Zoom Client installed? Download Now

7. Please wait for the host to start the meeting.

