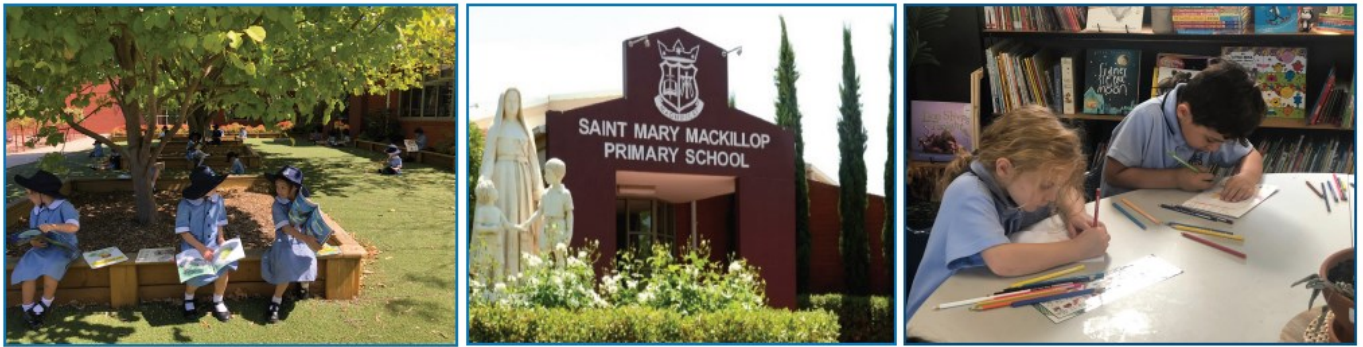


Friday 17 July, 2020

ST. MARY MACKILLOP PRIMARY SCHOOL

152 Odessa Avenue Keilor Downs, Vic 3038 www.mmkeilordowns.catholic.edu.au T: 03 9367 6199



Staying Connected... No. 16

Dear Parents and Carers,

I commend our teachers and the work they have done over this week to prepare for Remote Learning. They have worked long hours with due diligence and concern to ensure that they are prepared to deliver quality Remote Learning. This is not the 'norm' as we know it and it is far from ideal, but it is the reality of the world we live in today. I am extremely proud of my teachers for going above and beyond. Their positivity and eagerness to do their best is outstanding.

As communicated to you in Staying Connected No. 15, we are having a go at a slightly amended approach to our **Remote Learning with a focus on the core subjects of Reading, Writing/Spelling and Maths.** There is also going to be significantly more live and interactive online lessons; whole class, smaller intervention groups and some 1:1 lessons.

To ensure these lessons are successful, I am including with this communication, **Protocols for Live and Interactive Delivery of Remote Learning.** These protocols are necessary to ensure the success of any online delivery in which we engage.

As parents or carers, you are responsible for the management of your children during these lessons. If all household members in the home at the time of the online delivery of a lesson, follow the protocols, all should be well.

After reading the protocols, you will see that if there is any breach of protocol, one warning will be given. On a second breach, the child will be removed from the online session and will not be able to re-join until the next day. I am reluctant to be so draconian, however, you would appreciate we need everyone's support, if this approach to online learning is to be successful.

I know it is not easy for you as a parent at home. I really don't know how I would have gone! But I talk with my daughter-in-law and she talks of engaging in Remote Learning with my grandchildren. Her advice is, be easy on the kids and be easy on yourself. Don't put too much pressure on. Do what you can realistically. And let go of what you can't achieve. Your kids will catch up when schooling resumes face to face. The most important thing is to keep your children reading. If a child can read, they will continue to learn!

Thank you in anticipation for your ongoing support. I sincerely appreciate the kind words offered to my staff and I.

Have a good weekend everybody as we get ready for our second phase of Remote Learning!

Our Lady of Perpetual Help and St. Mary MacKillop watch over our school, families and community.



Anthony McCluskey

Principal



ONSITE SCHOOLING

We have a number of children attending onsite schooling. I presume these children fall into the categories the Premier Mr. Andrews dictated for permission to send to school. I recognise those categories were reasonably broad, but **I do remind all parents that we are in Stage 3, 'Stay at Home'.**

I am concerned for my staff, as I am for your children. Despite the words of politicians, schools are not safe places as demonstrated by the large number of schools with multiple infection within them. Transmission from child to child, staff to staff, child to staff and staff to child is a real possibility. I have little control over keeping COVID-19 out of our school.

We are doing all the right things:

- Hand sanitisers are at the main doors to each building and in classrooms.
- We have employed additional staff to clean throughout the day. This includes most surfaces we think children and staff might touch.
- Adults beyond who are allowed are not permitted onsite.
- Staff have been supplied with face masks and I will encourage them to wear them.

We will continue to encourage all persons onsite:

- To wash hands regularly
- Cough and sneeze into their elbow
- Socially distance as far as can be expected with children.

The reality is though; Keilor Downs is a COVID-19 hotspot. There is a real chance the virus could strike at our school. **The more people on site, the greater the chance.**

I absolutely understand if you have to send your children to school. Our staff, as front line workers, are prepared to support your children. There is no problem here.

Please do not hesitate to enrol your children by Thursday 3:00pm of each week:

- **If you are an essential service worker and you have no care for your children.**
- **If you have to leave your home to work and you have no care for your children.**

If you do not fall into one of these two categories, please rethink your decision to send your children to school.

The more children onsite, the more staff onsite. For every person onsite, the risk of infection increases. Remember it is not just the people onsite. Their contacts also indirectly pose a threat to our school.

I don't want your kids getting sick and in turn possibly your families getting sick and as Principal of SMMPS, I am duty bound to provide a safe workplace for my staff under Occupational Health and Safety.

So, if you have enrolled your children to attend school and you are at home or working from home, please reconsider.

Remember, STAY HOME. KEEP SAFE!



LIVE AND INTERACTIVE DELIVERY of REMOTE LEARNING PROTOCOLS

We have developed the following protocols for the live and interactive delivery of Remote Learning. The **aim of these protocols** are:

- for students to access learning support through a safe and reliable online platform. Seesaw, email, Google Classroom, Google Meets and more.
- to support students to be responsible users of technology
- to remind students and parents that the same rules of behaviour, dress and dialogue apply online as they do in the classroom.
- to ensure child safety is paramount.

Students, staff and parents need to use online learning responsibly and protect the privacy of St. Mary MacKillop P.S. community members.

Our community members are not to:

- re-post a message that was sent to you privately, without the permission of the sender.
- take or distribute photos, sound or video recordings of anyone without their permission.
- upload/ post/ email images (video or sound) containing members of St. Mary MacKillop P.S. staff and/or students.
- make deliberate attempts to disrupt other people's use of ICT.

Whole class or group sessions

Teachers may conduct whole class or group sessions.

During these sessions the following protocols apply:

- **No eating whilst engaged online.**
- **No standing up and wandering around during the session, unless absolutely necessary.**
- **Appropriate dress must be worn (No pyjamas, singlets or clothes that would not be acceptable at school to be worn).**
- **Appropriate language and behaviour must be adhered to.**
- **Students are not permitted to black out their screen. All devices must have a working camera.**
- **Students must have appropriate display pictures for their account.**
- **Headphones are recommended.**
- **No pets, other children or adults are permitted to be on view in the background or join the session.**
- **No background conversations are to be overheard**

When teachers are conducting a 1:1 session with a child:

- **Parents or Carers are asked to be in earshot/ same room, but not necessarily in the meeting unless invited to participate.**

Other things to remember that might assist your learning:

- make sure your camera is on. You are not permitted to blank your screen
- don't distract others with side chats or putting hand up emoji when not needed
- only engage in audio and video classes from a quiet space. Minimise what is behind you - a blank wall is preferable.
- household members running around in the background are distracting and will disrupt learning for all. A good idea might be to prepare a sign letting household members know that you are currently in a Google Meet
- **mute your microphone prior to commencing** the class and activate as required.
- write down any questions that you might have during the session and wait for the designated question and answer time, unless otherwise stipulated by your teacher.
- check that your video and audio work correctly – **headphones are recommended.**
- use appropriate language when communicating (speaking/writing messages) online with your teachers and your classmates.
- do not have other programs, games, apps etc. running in the background, unless directed by your teacher to do so.
- please be on time in joining the online class and prepared to participate in the meeting.
- make sure your class notes and other resources you will need are nearby.
- if you experience a technology fail or feel frustrated, be patient with yourself and your technology. You may need to shut the program down and start again.
- use only credible sources for content searches online. Add "for kids" at the end of any sources.

What to do if you feel unsafe online

- If you feel unsafe online or an incident occurs, stay calm and ask for help from your parent or carer. They will be able to assist you to report the incident **to the school** or refer to the safety commissioner - <https://www.esafety.gov.au/>
- Take a screen shot and report it to: jquinn@mmkeilordowns.catholic.edu.au

BREACH OF PROTOCOLS

It is the responsibility of the parent or carer to manage the student/s at home.

In the event of a breach of any protocol:

- **One warning will be given.**
- **On a second breach the student will be removed from the online lesson and will not be able to rejoin until the next day.**
- **SMMPs will contact the parent.**