



26 March 2020

Dear Parents/Guardians

'I CAME THAT THEY MAY HAVE LIFE
AND HAVE IT TO THE FULL.'
JOHN 10:10

I write to advise that, as of the close of school on Friday 27 March 2020, parents should keep their children at home, if possible. From Monday 30 March 2020 Holy Cross College will be conducting all school programmes according to our Learning Continuity Plan. This means that lessons for students from Years One to Twelve will be delivered online. Students in Kindergarten and Pre-Primary will commence working on their Home Learning Packs recently sent home.

From Friday 3 April 2020, students will commence their Summer Term school holidays. This means that Summer Term lessons will also conclude on Friday 3 April 2020, however, Year 12 classes will continue to operate remotely in Week 10. School will resume on Tuesday 28 April 2020, although it is unknown at this time how schools will be operating. Parents will be advised in due course.

The College will remain open until Thursday 9 April for students from families who need to work and have no access to child care, especially the children of essential service workers such as doctors, nurses and other allied health professionals.

Parents intending to send their children to school.

To assist in our planning, parents are asked to advise the College by 10.00am Friday 27 March 2020 whether they intend to send their children to school during the following times:

- a) From Monday 30 March to Friday 3 April
- b) From Monday 6 April to Thursday 9 April

To advise the College, please follow the link below to complete the Google form.

<https://forms.gle/aqbWHNzQVfpduxmu8>

Parents will not be required to contact the College if their children are remaining at home from Monday 30 March 2020.

A summary of the Learning Continuity Plan is listed below:

Pre-kindergarten to Pre-primary

- Teachers shall prepare an activity guide to share with parents via SeeSaw. The activity guide will outline appropriate play-based activities for students covering Early Years Learning Framework (EYLF) outcomes and key focus areas such as fine and gross motor skills.
- Parents are encouraged to communicate with teachers via SEQTA Direct Message.

Years One to Twelve

- In keeping with College Policy, all students from Year One to Year Twelve will have an iPad. Lessons will be delivered using the favoured iPad application that is familiar to the students.

- Teachers will provide lessons to students using a school approved iPad application that is familiar to students. Such applications may include SEQTA, Google Classroom, SeeSaw, iTunes-U, OneNote, Stile and other approved platforms.
- Teachers will be online and following their normal timetable alongside students. This will enable teachers to respond to students' needs in a timely manner and maintain a structure to the day.
- Teachers of students in the Junior and Middle Schools will keep to text and audio communication only. Video communication may be pre-recorded.
- Teachers of students in the Senior School may use video conferencing to support lessons where appropriate. Teachers and students must be suitably dressed when using video conferencing in line with the College dress codes.
- Work allocated will reflect the length of the regular lessons.
- Wherever possible, work set will reflect the normal curriculum learning intentions and success criteria. Learning activities may differ from those in a classroom setting to reflect the nature of the lesson delivery.
- Homework set during remote learning will not exceed normal guidelines.
- Teachers will follow-up students not completing work with parents.
- Students' attendance will be recorded as present when students join the online lesson. Students must follow their normal timetable and be online to enable teachers to respond to student needs and keep structure to the day. This includes checking-in to HTG/Junior School Classes each morning to record attendance and view notices on LIFE Support.
- Students must check the relevant online communication tools to see the posts for each lesson.
- Students must complete all set work and communicate with their class teachers if they experience difficulties completing the required work.
- Students must use Direct Messages and other school approved platforms to communicate individually with teachers and ask questions if they do not understand.
- Students should be located in a communal room when accessing online learning tasks. For example, kitchen, lounge room or family room.
- Parents are required to support their child's learning – including providing an appropriate place to work and access to a reliable Internet service; checking that set work is completed by the end of each day; and ensuring that the normal school timetable for the day is followed.
- Parents must contact the appropriate teacher via Direct Message should any concerns arise.
- Parents must ensure home Internet filters are set to ensure student safety and that students demonstrate good digital citizenship and adhere to the College's acceptable use of Information and Communications Technology (ICT) policies.

Common Questions and Answers

Where do I go if I am still attending school?

- Junior School students who continue to attend school must report to their classroom promptly at the normal school starting time of 8.30am.
- Middle School and Senior School students who continue to attend school must report to their HTG classroom promptly at the normal school starting time of 8.35am

Will I need to wear my uniform?

- Students attending school will be required to wear their Summer sports uniform.
- Students studying at home are required to be appropriately dressed in neat casual clothing, especially if they are participating in video conferences.

What if my child is sick?

If your child is sick, you should notify the College by email. Attendance will be recorded by the teacher in SEQTA as normal.

Email: absentees@holycross.wa.edu.au

How will my child know if their teacher is absent?

Teachers will notify students of their absence via SEQTA Direqt Message before 8:30am each school day. Teachers will still provide learning materials and instructions for the lesson as per usual, however, they will not be contactable during the lesson.

Will my child still complete regular assessments?

Only assessments that can be completed online will take place for the remainder of Summer Term. Students will not be required to come on campus to complete an assessment. Teachers will modify assessment schedules as required.

What do I do if my child has a technical problem?

Students should notify their Classroom/HTG teacher if they have a technical issue during class or email the ICT Help Desk at: helpdesk@holycross.wa.edu.au

How do I contact the College for other enquiries?

The College administration may be contacted via the following means

Phone: (08) 9297 7600

Email: admin@holycross.wa.edu.au

What if I need to talk to the College Social Worker or Psychologist?

Students wishing to correspond with the College Social Worker or Psychologist should do so using Direqt Message.

Online Safety

As students engage in online learning in the coming weeks, it is important to continue to upskill students on practices which will foster safety in a digital environment. The following websites have been designed to support young people, parents and teachers.

<https://www.esafety.gov.au/about-us/blog/covid-19-keeping-schools-and-learning-safe-online>

<https://www.esafety.gov.au/about-us/blog/covid-19-online-safety-kit-parents-and-carers>

I am deeply appreciative of the way in which our staff and students have responded to the very challenging and ever-changing situation with which we are faced. Pope Francis reminds us that as we grapple with the daily challenges posed by the Coronavirus pandemic, 'We need to rediscover the concreteness of small things, the small acts of kindness shown to those who are close to us, family, friends. We need to realise that our treasure lies in small things. There are tiny gestures that sometimes get lost in the routine of everyday life, gestures of tenderness, affection, compassion, that are nevertheless decisive, important.'

Please contact your child's Class/HTG Teacher if you have any questions.

Yours sincerely

Peter Collins
Principal