ST BEDE'S COLLEGE

Learning from Home

This coming Wednesday, April 15, Learning from Home will commence. The information included in this update follows on from our previous correspondence.

Key Messages

- **Please ensure your son is checking his school email account.** All communication from teachers will be done via student emails.
- Please **make sure you and your son are aware of the learning expectations for each subject.** These are outlined in the information below.
- **We will maintain high expectations for all** in our community during this time. This includes behaviour whilst learning in online platforms. There will be zero tolerance for any misuse of technology or disruptions to learning. The Bedean Pastoral System Learning from Home version is outlined later in this document.

Previous Communication & Information

To avoid repeating information, a summary of our previous correspondence and links to where you can find it on the College website is outlined below.

Learning from Home - Community Guidelines

Key Content:

- What you can expect in terms of an online programme
- Communication
    - Weekly Notes during Learning from Home
    - Who to contact should you have concerns
- Centre of Enhancement and Centre of Wellbeing support for students and whanau
- Reading at home

https://www.stbedes.school.nz/wp-content/uploads/2020/03/Learning-from-Home-Community-Information.pdf

Learning from Home – Faculty Overview

Key Content:

- Information for each subject by Faculty in relation to:
    - The expected learning time per week
    - The online learning platform being used
    - Teacher contact details

https://www.stbedes.school.nz/wp-content/uploads/2020/03/Learning-from-Home-Faculty-Overview.pdf

Learning from Home – Community Update April 3

Key Content:

- Revised term dates for Term 2
- Improving internet connectivity at home
- Wellbeing resources

https://www.stbedes.school.nz/wp-content/uploads/2020/04/COVID-19-Community-Update-3-April.pdf

Changing COVID-19 Alert Levels and Schools

Last week the Government began to outline to us what a potential return to school might look like. Yesterday you may have read or seen in the news commentary from Minister Hipkins regarding what school could look like if and when we move out of Alert Level 4. As of yet we have not been advised when schools will reopen. What has been made clear is if New Zealand, or parts of it, do move to Alert Level 3, schools like the rest of New Zealand maybe required to adapt their typical practice to promote the health and wellbeing of all. We do not wish to speculate as to what this may or may not look like, so as soon as we have confirmation we will let you know. Until then, we will continue to implement Learning from Home whilst planning for all future scenarios.

Weekly Notes

A reminder that during Learning from Home weekly notes will continue each Friday as per the criteria below.

One	Has not engaged in any learning material
Two	Has engaged in learning material, however has completed minimal work
Three	Is completing home based learning to an acceptable level
Four	Excellent engagement with home-based learning

The first of the weekly notes will be on Friday 17 April. We appreciate that this is only three days after school has started, however we felt it important that we give parents a quick snapshot as to whether or not their sons have engaged in the online process. For week one only, students will either be awarded a 1 or a 4 as an indicator to you that they have commenced learning at home.

From week two onwards grades will be awarded as per the scale in the table. Please note weekly notes will be sent late afternoon on a Friday during this period. Please note there will be no grade for Tutor Time.

Clashes in online teaching

Enabling flexibility for our teachers and learners will be key to a successful learning from home model. With this may come clashes for 'live' lessons or tutorials for some students. Subject teachers will let their students know on Monday morning prior to 10am the times they will be running 'live' sessions for the week. We do not anticipate this to be a major issue, however if this is the case for your son we ask that they email their subject teacher directly to arrange an alternative.

Troubleshooting

We are all learning in unprecedented times. There is no doubt there will be some issues that arise in the coming weeks that we will need to work through. To manage this effectively, we have put together some common scenarios and actions below to assist.

Scenario	Recommended action/s	Still no luck.....
My son tells me he doesn't know what to do	Ensure he has read the instructions and learning material carefully.	Contact the subject teacher via email.
My son cannot connect to classroom learning material online	Check your connectivity. Tips are in the April 3 Communication. Re-read over the instructions sent by the teachers via email.	Email the subject teacher directly, they will sort an appropriate course of action.
The teacher is not responding to emails	Contact the Head of Faculty for the subject. Their details are in the Faculty Overview document.	Email the Deputy Rector – Teaching and Learning. jmcdowall@stbedes.school.nz
My son says he is doing the work, is he really?	Check your weekly notes. Ask him to show you, and talk you through what he has been doing each day	Email the classroom teacher directly.
My son is victim to poor online behaviour	Contact the classroom teacher via email	Contact your sons House Tutor via email.

For any other issues or concerns please adhere to the advice in the Community Guidelines document. You are also able to email Jon McDowall, Deputy Rector – Teaching and Learning on jmcdowall@stbedes.school.nz.

Bedean Pastoral System (Learning from Home)

The Pastoral system will continue during the period of online learning as we support our students, whanau and staff during this time. The key components of this system are as follows:

Tutor Group

It is important that we maintain our Tutor Group connections. Students will not have a 'tutor time' at a particular time online, however their Tutor Teacher will be contacting them once a week.

High Expectations

As we have alluded to earlier, it is important that we maintain high expectations of our students during this time. This includes work output and decorum in online learning platforms. Should students not be meeting our expectations we will communicate this to you through weekly notes, direct contact with home, or use of the withdrawal system outlined below.

We often say learning works best when there are shared expectations between the student, home and the College. There is no better time or example that our current situation. Please have a discussion with your son regarding this. Key messages you could give your son include:

- The need to allow others to learn during 'live' learning sessions
- The importance of using technology appropriately. This means not making inappropriate comments online, nor sharing or posting memes and images relating to either students and staff.
- The importance to keep up with scheduled work, and to seek assistance where required before it gets to late.

Learners who need additional assistance

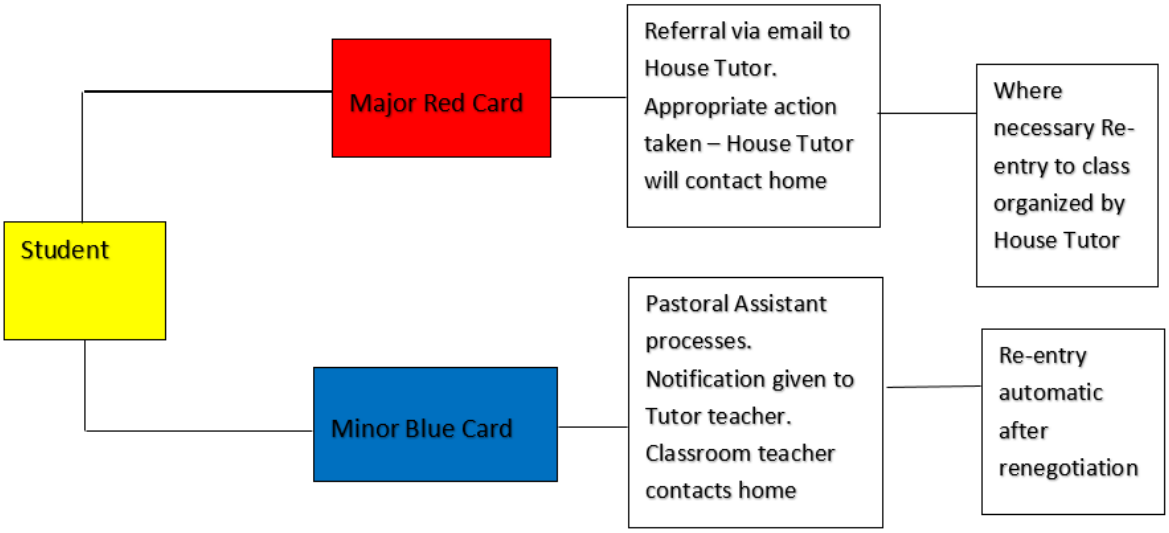
We recognise that some students will require additional supports to complete learning at home as they would if they were in a typical classroom.

A reminder that both the Centre of Enhancement and Centre of Wellbeing are available for student use during this time. Through both of these centres, students and whanau are able to access a wide range of supports to assist with both their learning and wellbeing. Further details regarding these supports, including how to access them, are in the Community Guidelines document.

The College's Chaplaincy team are also available for all students, staff and whanau. Please contact Rachel Pitcaithly via email on rpitcaithly@stbedes.school.nz.

Withdrawal System – Blue and Red Cards

We hope not to have to need this system, however it is important for both learners and teachers to have a system to manage poor behaviour and concerns as they arise. The process is as follows:



The table below outlines the difference between Blue and Red Cards.

Minor - Virtual Blue Card	**Major - Virtual Red Card**
A virtual Blue card is issued to a student when minor offences take place. To do this, staff email the student and their parents/caregivers directly to tell them they have been given them a blue card. These offences could include, but are not limited to: • Misuse of technology – putting up memes to distract others, making silly comments online etc • Disrupting live lessons/tutorials • Inappropriate use of language disrespecting members of class/teacher or tasks provided. • Not following instructions • Consistently not completing online learning, also make sure you have shown this previously in weekly notes	A virtual Red card issued to student for major offence. To do this, staff email the students' House Tutor with an overview of the incident and additional information. The House Tutor will process, follow up with different parties where required and take appropriate action. They will be contacting home. It may be passed on to Deputy Rector (Pastoral) depending on the degree of seriousness. These offences could include, but are not limited to: • Repetitive non-engagement after a blue referral • Cyber Bullying and harassment • Inappropriate conduct towards staff, both online or offline • Serious misuse of technology-e.g memes to ridicule or intentionally hurt others. Possible referral to Centre of Wellbeing or Centre of Enhancement where necessary.

Renegotiations after a card

These are difficult to do remotely post a virtual referral, however it is important that clear expectations are set going forward. The following process will be used:

Minor:
After a withdrawal the student must earn the right to re-join the class by:

- Apologising to the teacher – can be done via email, or through a zoom or teams conference.
- Contracting to improve his behaviour – as per above.

Major:
Any major red card will be renegotiated under the direction of the House Tutor. Depending on the situation this can be done via email, phone or a conference using teams or zoom. Your sons House Tutor will discuss with all parties the appropriate course of action.

Summary

It is important that students continue with their learning at home and maintain social connections during this time. We are excited to see how Learning from Home will go. Please keep connected with us and reach out for support at the earliest possible moment should you or your son have any concerns.

God Bless and good luck.

JG Boyle
Rector