



Remote Learning & Feedback Protocols

Dear Parents,

We have successfully navigated the first two weeks of Remote Learning! We are so proud of how we, as a community, have adapted to this new way of learning, with our Blogs, student emails, Webex Meetings and Communication tools all working effectively so far.

Attached below are some expectations we have established for Remote Learning based on observations from students, parents and staff. Please ensure you read through them carefully, as they provide further structure for how our school will run during the coming weeks.

So far we have approached our transition to Remote Learning in stages, so our staff, students and parents become acclimatised to the new learning environment. The next stage of our Remote Learning is the introduction of feedback on student work. The feedback is outlined below:

1. Students will submit one piece of writing per week for explicit feedback in Literacy via XUNO Message
2. Students will receive verbal feedback via Webex meetings in Literacy, Numeracy and Integrated Studies
3. Students can also access feedback in online programs

Your teachers will notify you on the Blogs about which pieces of work will receive feedback next week.

Thanking you,

The Management Team

Student Expectations

Check Blogs Daily

Complete work set (to the best of your ability)

Self-correct where possible

Keep all work orderly in workbooks. Workbooks will be shared when we return to school

Submit one writing sample per week as instructed by your classroom teacher for feedback via XUNO Message

Prepare any questions about your work during the week for Webex Meetings with your teachers

Attend at least two Webex meetings per week, bringing appropriate materials or responses that may have been prearranged by your teacher to maximise the use of face to face time

Parent Expectations

Oversee student work

Communicate with staff via XUNO between the hours of 9:00am and 3:30pm on school days

Correct work where required (particularly in junior school)

Understand the difference between correction (student and parent responsibility) and feedback (teacher responsibility)

Understand that not all work will receive feedback from teachers as lots of work is practise of a skill or the focus might be on something particular. EG. A writing piece might receive feedback in terms of punctuation because that is the focus of the lesson but the spelling is not focused on

Support the lines of communication between students and teachers

Send one writing sample per week to your child's classroom teacher for feedback via XUNO

Teacher Expectations

Communicate with parents and students via XUNO between the hours of 9:00am and 3:30pm

Outline clear Learning Intentions for the week in Literacy, Numeracy and Integrated Studies

Assign work in Literacy, Numeracy and Integrated Studies on the Year Level Blogs

All work will be uploaded between 3:30 and 6:00 pm the day before remote learning

Classroom teachers will contact students via Webex meetings at least twice each week
Specialists will contact students via Webex once each week

Understand the dual purpose for Webex meetings

- Student wellbeing (remaining connected, face to face interaction, reinforcing norms of behaviour and letting students know they are supported)
- Feedback (Year Level Teams discuss key learning intentions to prioritise and design the tasks feedback will be provided on. This may include small group meetings)

Ensure students who have not engaged in remote learning are identified and supported

Provide individual feedback on one writing piece per week as submitted by the student/parent via XUNO Message

Feedback should be presented in the format of 'Two Stars and a Wish' for example,

I thought your handwriting was very well presented, and I really enjoyed the content of your story. I would like to see you use more punctuation and adjectives in your next writing piece.

