



OXENFORD STATE SCHOOL

Learning@Home Responsibilities

**Be Safe
Be Respectful
Be a Learner**

Tips for Students

- ✓ Find a comfortable place to work and plan your day with your parents.
- ✓ Be a Learner- Check your Class Notebook and communications daily from teachers. If not learning online, complete the work provided.
- ✓ Upload completed school work in your Class Notebook or Specialist Teacher links. Save completed work to a USB to be sent back to your teacher for marking.
- ✓ Use your school email only when communicating to others.
- ✓ Reflect on feedback from teachers.
- ✓ Have regular movement / mindfulness breaks.
- ✓ Turn off screens for several hours a day and do other activities eg play a board game with a family member, kick a ball around, read to a sibling.
- ✓ Be Safe – Be cybersafe and cybersmart when using your device <https://www.esafety.gov.au/kids>
- ✓ Be Respectful – remember to use respectful communication at all times to your teachers, classmates and to your family.

Tips for Parents

- ✓ Ensure your child has a comfortable place to work, in your view and support them to access learning
- ✓ Have a routine for each day that is balanced for the needs of your family with regular movement breaks. Best learning occurs in the morning
- ✓ Engage with your child about what they are learning
- ✓ Encourage your child to participate in mindfulness and wellness activities
- ✓ Monitor your child while on their device to ensure they are being cybersafe and cybersmart <https://www.esafety.gov.au/parents>
- ✓ Connect to your child's learning
- ✓ Engage in respectful communication at all times
- ✓ Regularly check emails and the schools website for updates
- ✓ Have your family turn off their screens, including TVs, for several hours a day and connect as a family.



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Learning Successfully @ Home

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Finding an appropriate learning space

- ✓ The learning space should be in plain sight, not in a bedroom
- ✓ It should be a quiet space with access to power and a stable internet connection (if completing on line activities)
- ✓ Check that the electrical equipment (extension cord etc.) is in good working order
- ✓ A proper desk and chair should be used; students should not be lounging around on the floor while working for long periods of time
- ✓ Other resources such as paper and pencil should be available
- ✓ The learning space should be well lit
- ✓ Headphones may be necessary, especially if there are other children or adults working from home

Daily Routines

Students should:

- ✓ Wake up at a time like a normal school day
- ✓ Eat a healthy breakfast and get ready for another fun day of learning
- ✓ Set up their learning space and open Class Notebook to view daily learning information
- ✓ Follow the activities for the day, from the timetable
- ✓ If unsure how to complete a task, ask someone at home first. If they are unsure, on what to do, complete what they think is right and ask for more help from your teacher
- ✓ Don't forget to have fun. When a creative task or an inquiry lesson is set, include someone at home in these learning experiences

Children like routine. Children thrive on structure. Make sure there is structure to the day, including playtime, time to help around the house, time to connect with friends and family online, time for exercise, and time for learning. Remember to provide a break to the routine when required. Create welcome distractions such as having a family game night or cooking meals together.

REMEMBER

Every family is different and every family has its own routines. It's up to your family on how they manage their learning day. The goal is to set up a regular routine, so that everyone knows what is going to happen each day.



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Other Information

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Useful Links	Wellbeing	Frequently Asked Questions
<p>Click on each title for the link.</p> <p>Managed Internet Services For student emails and Office 365 Applications (Word, Excel etc)</p> <p>Student SharePoint For student learning materials (Class Notebook)</p> <p>Oxenford State School For updated news and information about the school</p> <p>Oxenford State School Facebook Page For social media updates from the school</p> <p>Oxenford SS P&C Facebook Page For social media updates from the P&C Association</p> <p>Department of Education For updates from the department of education</p> <p>learning@home Support materials and ideas for learning whilst at home</p> <p>Cyber Safety Information on being cybersafe and cybersmart</p>	<p>The last couple of months have brought a great deal of uncertainty to a world we thought we knew. Our children rely on us as adults to provide them with a sense of safety and security. Even if we are feeling anxious, we need to ensure our children feel safe.</p> <p>As such, it is important to have successful strategies which can help both adults and children cope with the stress or anxiety experienced as a result of the COVID-19 outbreak, to create a sense of normality at home while navigating the new (temporary) normal.</p> <p>Be calm and proactive - Parents should have a calm, proactive conversation with their children about the coronavirus, and the important role children can play in keeping themselves, and others, healthy.</p> <p>Check in with them about what they are hearing – There is a lot of misinformation circulating about coronavirus. Find out what your child is hearing or what they think is true.</p> <p>Inform your child about what is happening using facts and in an age appropriate manner that does not promote further anxiety.</p> <p>Safety Online – with children potentially spending more time than usual online, it is essential that parents are mindful of safe online practices.</p> <p>Please note: Parents need to use discretion in using any YouTube clips as they may include advertising or links that relate to your person use.</p>	<p>Do students have to wear school uniform? Individual personal preference.</p> <p>Can children be anywhere in the house when home learning? It is best to complete tasks in an open area. The family dining room table or a workspace that has been set up for learning is perfect. It is best not to complete tasks in the bedroom. Try to keep the bedroom as a space for sleeping and relaxing, rather than school work.</p> <p>Can my child's friends come to our house and they learn together? The current advice is that we must practice social distancing and reduce the number of people within each household. This means children should stay at home with their own family and avoid being around other people.</p> <p>Can children get work done in the morning then play for the remainder of the day? Children may be able to complete their work in less time than is allocated. If they complete all set work for the day, they may want to do additional optional work or access additional free time.</p> <p>Will my child be assessed on their learning whilst they are home? Students will not be formally assessed during the time they are learning from home. However, some content covered at home may be linked to assessments later on in the year once formal schooling resumes.</p> <p>What if I don't have a printer or access to online? Learning Plans have been designed to include opportunities for online and offline tasks. We encourage students to complete the activities they are able to with the resources they have available to them.</p>



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Contact Details

To assist students and parents to gain information with specific issues and/or questions the following contacts are available. Staff will respond within normal school hours and endeavour to return a message within 24 hours.

LEARNING@HOME		
Class Teacher	As per your child's teacher	Via email or Class Notebook
Head of Department - Curriculum	Mrs Kathryn Lauritsen-Damm	curriculum@oxenfordss.eq.edu.au
Head of Inclusive Practices	Mrs Emma Jensen	hoip@oxenfordss.eq.edu.au
WELLBEING		
Class Teacher	As per your child's teacher	Via email or phone call
Guidance Officer (Mon-Wed)	Ms Nicky Stone	nston26@eq.edu.au
IT SUPPORT (for school devices and links to learning only. See relevant supplier for specific device issues.)		
School System Technician	Mrs Tanya Harris	techsupport@oxenfordss.eq.edu.au
ADMINISTRATION		
Principal	Mr Patric A Brady	principal@oxenfordss.eq.edu.au
Acting Deputy Principal	Mrs Peta May	deputyprincipal@oxenfordss.eq.edu.au
Acting Head of Inclusive Practices	Mrs Emma Jensen	hoip@eq.edu.au
Business Manager	Mrs Sharmain Brauer	bsm@oxenfordss.eq.edu.au
School Administration	Mrs Karissa Peters Mrs Belinda Josey	admin@oxenfordss.eq.edu.au 07 5585 7666

TEACHER EMAILS							
Prep	Year 1		Year 2		Year 3		
Prep A Kerrie Rodgers krodge4@eq.edu.au	1A Julianne Buckley jbuck38@eq.edu.au	2A Marzena Conroy mconr5@eq.edu.au	2/3A Leanne Nicholls lnich17@eq.edu.au				
Prep B Michelle Le uxle0@eq.edu.au	1A Tegan Maloney tmalo60@eq.edu.au	2A Tegan Maloney tmalo60@eq.edu.au	3A Kristy Welsh kwels4@eq.edu.au				
Prep C Jazmin Scheibel jjole0@eq.edu.au	1B Jenna Collins jbatt96@eq.edu.au	2B Rowanna Bush rpres35@eq.edu.au	3B Kim Simmons klsim0@eq.edu.au				
Prep D Jodie Brennan jmbre2@eq.edu.au	1C Sabrina Belinha ssbel0@eq.edu.au	2C Mira Savage mxsav0@eq.edu.au					
		2C Sienna Osborne sosbo55@eq.edu.au					
Year 4	Year 5			Specialist/Support Teachers			
Maria Dal Molin mdalm1@eq.edu.au	Lachlan Horn lhorn18@eq.edu.au	Brett Ansell banse13@eq.edu.au	Bill Buchanan bbuch36@eq.edu.au				
Kerrie Lane klane8@eq.edu.au	Casey Francis cdfra0@eq.edu.au	Kim Maroske klmar1@eq.edu.au	Emma Jensen emcil2@eq.edu.au				
Sue White swhit502@eq.edu.au	Sandra Wilson swils382@eq.edu.au	Jodi Crowley jcrow128@eq.edu.au	Sarah Larmor slarm2@eq.edu.au				
Megan Pyne mpyne6@eq.edu.au			Adam Lawson ajlaw0@eq.edu.au				
			Julia Mpoumpis jxmpo0@eq.edu.au				
			Steve Newman snewm48@eq.edu.au				



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Suggested Learning Time

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Students will be taught a modified curriculum from the Australian Curriculum. Below are *minimum guidelines* for a student to undertake each day.

Prep – Year 2

Australian Curriculum	English/literacy activities	Maths/numeracy activities	Science	Health and Physical Education/HASS	Optional learning available: Technologies, Music, Japanese
	45 – 60 min	30 – 45 min	30 min	30 min	

Year 3 – 6

Australian Curriculum	English/literacy activities	Maths/numeracy activities	Science	Health and Physical Education	HASS/Technologies	Optional learning available: Music, Japanese
	45 – 60 min	30 – 45 min	30 min	30 min	40 min	

Students attending school will be **supervised** to complete the same learning materials as the students learning from home.