

FLEXIBLE LEARNING OVERVIEW

DAILY ROUTINES

Students

While these are specific to students, we recognise the important role parents and caregivers will play in supporting student learning especially in the first three years of school. We view this as an opportunity for our students in Years 3 & 4 to be taking greater levels of responsibility for their learning. We expect that our students in Years 5 & 6 will be developing greater voice and agency in their learning goals.

- Prepare for the day (breakfast, shower, make bed, brush teeth) and make a plan for how you will learn the day using the daily or weekly planner provided
- Organise the learning space
- Check in to Google Classroom for learning and feedback from your teachers
- Communicate with your teacher if you need help
- Share your routine with your teacher during check in
- Follow the school's Digital Technology Policy and Acceptable User Agreement

Parents and Carers

- Discuss with your child what the learning and structure of the day will look like
- Together with your child use the timetable planner to organise the day for learning
- Monitor communications from your child's teacher on Compass and Google Classroom
- Encourage your child to take ownership over their use of time and learning
- Establish expectations around learning
- Monitor the amount of time your child is spending online
- Encourage physical activity and exercise
- Debrief with your child at the end of the day about what went well and what were the challenges for the day
- Be mindful of your child's wellbeing and provide times for quiet and reflection

Teachers

- Start the day with a message for their class posted on Google Classroom
- Check-in with students in relation to their social and emotional wellbeing and re-direct any concerns to the Principal Class if necessary
- Learning will be shared through the Google Classroom platform
- Feedback will be provided on the student work that is submitted on Google Classroom.
- Make arrangements over the phone with families who do not have access to devices or internet
- Provide opportunities for students in Years 3 – 6 to work collaboratively in a virtual environment
- Provide opportunities for students to have voice and ownership over their learning
- Organise learning activities that includes time away from devices
- Provide learning activities that are engaging and can be completed by students independently

- Endeavour to ensure that all learning activities that are provided align with the Rowville Primary School beliefs around teaching and learning
- Make themselves available via email and reply to questions in a timely manner from Monday to Friday
- Plan as an online professional learning community with other teachers at Rowville Primary School

Specialist Teachers

- Contribute weekly activities to the Google Classroom platform
- Provide reflection and feedback on students' submissions in Google Classroom
- Will collaborate and plan activities that are engaging for students
- Check-in with students in relation to their social and emotional wellbeing and re-direct any concerns to the Principal Class if necessary

Learning Mentors

- Collaborate with classroom teachers to identify ways to support individual students

Education Support Staff

- The 21st Century Learning Resource Manager will be available to support parents and students to borrow and return reading materials through Oliver platform. They will also be available to support teachers to locate resources for high quality learning activities.
- The Stephanie Alexander Kitchen Garden Chef will upload recipes that students in Years 3 – 6 can create and develop. Feedback will be provided on the submissions made by students.
- The Office Administration staff will maintain communication with parents. Parents can contact the office between 8:45 -3:15pm Monday to Friday, from Tuesday 14th April on 03 9764 1955 or 0473 095 855. This may include calls for support or clarification which may be directed to appropriate staff. The administration staff will monitor the email daily: Rowville.ps@edumail.vic.gov.au

Principals

- Collaborate with members of the leadership team to ensure the safety and wellbeing of all students
- Oversee the planned learning activities to ensure that they are consistent with our whole school instructional practice. For example: that students are reading and writing every day and that they are participating in a Mathematics activity every day
- Monitor the wellbeing of staff
- Be available through Compass and email to respond to parents and staff
- Communicate updates from the Department of Education and Training in a timely manner