



26 January 2022

Dear Allenby Gardens Families

I'd like to take this opportunity to thank you for your responses to the survey. This has supported us with allocating staffing and planning for the next few weeks.

Student attendance will continue to be recorded and monitored daily. The school uses an 'H' code to indicate at home learning. Your class teacher will be checking in with your child each day to support them with learning.

If staff can see that students are not engaging with their daily online learning they will be marked as 'absent'. More than 3 consecutive absent days will be followed up according to the school's attendance policy.

This document outlines guidance from SA Health and our department on how to manage cases of COVID in the school setting and preschool.

A reminder that all adults entering the school grounds for any reason need to:

- check-in using our QR code
- wear a mask
- maintain 1.5 metres social distance.

This meets the COVID safety measures and expectations provided by SA Health and our department.

The information below is current as at Tuesday 25th January. Please be mindful that some information may be superseded if the department instructions to schools subsequently change.

If you have any questions about any of the information provided to date, please contact the school via e-mail on dl.0473.admin@schools.sa.edu.au, or ring the school on 8346 1541 during the hours of 8:00am to 4:00pm Monday to Friday, to seek clarification and our front office will be able to assist and clarify questions or concerns.

SA Health and the Department for Education guidelines on how to manage cases of COVID-19 in schools and preschools

There will be new contact tracing and close contact arrangements in education from 31 January 2022.

The new arrangements recognise the importance of providing quality education and care for our children and students while minimising the risk of COVID-19 transmission.

Allenby Gardens Primary School and our preschool will remain open if there is a case of COVID-19 under the new arrangements.

It's very important that you notify us immediately if your child tests positive to COVID-19.

If a student or teacher in your child's classroom or preschool tests positive for COVID-19, they will be deemed a classroom/preschool contact and the following will occur:

- We will notify all parents in that classroom/preschool of the positive case
- All students and children without symptoms can continue attending school and preschool. No rapid antigen testing will be required.
- If your child develops any symptoms (even mild) please keep them home from school and preschool and get a COVID-19 test.

Any student who has worked 1:1 with a COVID positive staff member (more than 15mins, indoors, in close proximity and where face masks are not able to be worn) will be asked to complete 7 days of rapid antigen testing each morning before attending school or preschool. Students that test positive must not attend school or preschool.

Alternatively, if you don't want your child to complete the 7-day testing, they can quarantine for 7 days.

The Department for Education is developing online learning resources for students in Reception to 6 that can be completed during quarantine to assist learning at home.

It's vitally important that you please:

- **keep your child/ren home if:**
 - they are unwell
 - they are experiencing any COVID-19 symptoms
 - any other member of the household has COVID-19
 - they are a close contact for a person who has COVID-19 and are required to quarantine
- **notify us as soon as possible if your child/ren tests positive for COVID-19**
- **let your child (if in years 3 to 6) know that it is strongly recommended they wear a face mask while indoors at school. We will have supplies (including child sizes) for them to wear if they don't already have one.**

These new arrangements will be in place until the end of week 4 of term 1. However, with the rapidly changing nature of the pandemic, this may be reviewed or changed if or when needed. *As always, we must remain flexible and responsive.*

I understand you may have a lot of questions about this information. We'll continue to provide you information as soon as we have it. Please don't hesitate to contact the school to clarify and or respond to any questions.

Thank you for your understanding and support in implementing these temporary measures as we continue to adjust to this rapidly changing pandemic.

We have also included expectations and arrangements for students learning at **home** (remote learning). Years 2-6 teachers will be using Seesaw to clarify expectations and routines for learning at home.

Attached is list of resources for parents to access as needed in the area of Wellbeing.

Staff will acknowledge learning tasks once they have been submitted. Feedback will be provided as needed.

Families are not expected to teach their children, however at times the children may have questions or require some support. Educators will try their best to respond to provide as much relevant information and detail to support the student.

We thank you for supporting your child/ren and working with our staff in partnership to meet the needs of all students.

INFORMATION FOR YEARS 2-6 FAMILIES: RECOMMENDATIONS FOR HOME LEARNING

ROUTINES / EXPECTATIONS

Establishing a routine and structure that works for everyone in the household is important. Consistency and predictability are the keys to success. Sit down with all members of the house and work out a timetable/schedule of who is going to do what, and when. Daily learning opportunities should be completed each day, however the time throughout the day when they are completed are flexible. All students should also have a designated workspace.

UNSTRUCTURED LEARNING TIME

Just as important as structured learning time and academic stretch is the development of social and emotional competencies and wellbeing. Please ensure the children have scheduled unstructured time throughout the day. It is not healthy or productive to use online resources for long periods of time. Some activities could include drawing, cooking, building, making, painting, bouncing a ball, riding a bike, climbing a tree, gardening, household chores, watching channel ABC, going for a walk, playing a board game, dancing, listening to music, creating music, make a puzzle, create an obstacle course.

ONLINE LEARNING PLATFORMS

- **Seesaw**
 - **Year 2** will utilise Seesaw as their primary home learning tool. Seesaw is a platform for student engagement and sharing, and allows creativity, reflection, sharing and collaboration. The office will send your child's Seesaw Home Learning Code via Seesaw Inbox so they can access the Seesaw Class app, or log in at app.seesaw.me
 - For **Year 3-6**, students use their school email and a password to login to Seesaw. Further information will be sent out from your child's teacher regarding their login for Seesaw.

Please follow those instructions so your child/ren can access their own Seesaw Learning Journal. If you didn't receive one or need assistance, please email maggie.fiddian316@schools.sa.edu.au.

- **Office.Com**
 - Students in Years 3-6 may access some of their learning through **Office.com**. This includes:
 - **Microsoft One Drive** – this is where students can store their files (similar to a USB, but as this is cloud based, they can access their learning from any device that has internet connection)
 - **Microsoft Teams** – this is our "virtual classroom space". Students will access learning tasks and assignments in Teams and their teacher will communicate with them through this space
 - **Microsoft Outlook** – this is where students can access their email

- **Microsoft OneNote** - this is where students can record their learning and access content and resources (this is like having a physical book).

As there have recently been changes to how students login to Office.com please watch the “STUDENTS How to Log In to Office.com” video attached to this message.

If your child is using a laptop, please ensure they have access to Google Chrome as this is the preferred browser to use when accessing Office.com.

Having trouble logging in?

- Check that your child has written their email address correctly e.g. first.last123@schools.sa.edu.au
- Make sure they have entered their password correctly
- At the first EdPass box make sure you have selected Allenby Gardens Primary School
- At the second EdPass box make sure you have entered your school computer login
firstname.lastname
birthday in dd/mm/yy format

All students with a public primary school email are entitled to five free copies of all the Office365 apps to install on Windows/Mac based desktops or laptops. Students need to logon to office.com with the same process as above and download from the Install Office365 link on the first page. A video on how to do this is at <http://tiny.cc/AGPSLearningAtHome> password is Allenby2020.

Students with iPads or tablets can download apps from their play store for OneDrive, OneNote, Teams, Word, and PowerPoint.

Please email maggie.fiddian316@schools.sa.edu.au for any technical support.

STUDENT RESPONSIBILITIES – VIDEO CONFERENCING

- Be in a room with others such as the kitchen or lounge room (not in a bedroom).
- Be appropriately dressed.
- Have a charged device or power cable nearby.
- Eliminate distractions.
- Be online in teams at the scheduled time.
- Start the video with microphone muted and unmute when the teacher asks.
- Use appropriate, school related language.
- Stay on topic.
- No eating, chewing gum or drinking in front of the camera.
- Listen and engage.
- Hang up when the teacher tells you to.
- School rules, policies, guidelines and consequences apply at all times.

YEARS 2-6 WITH NO DEVICE/INTERNET

If a student does not have access to a device at home, they will be provided a 'take home' learning pack.

A short survey will be sent out to all families on Thursday 27th January, asking whether you require take home learning packs for your child/ren. This information will support staff to prepare the packs, in readiness for students learning from home.

COMMUNICATION

Seesaw will continue to be the main source of whole school and individualised communication to families. Please ensure you check seesaw daily.

Your child's class teacher will be available to provide feedback during the school day, should you child need further clarification about their learning.

SSOs will be contacting all students with verified additional needs **regularly either by phone or other digital means.**

Members of the school leadership team are also available for communication – this can occur via phone, email or other digital modes. As per our communications policy we will respond within 2 working days, however we will endeavour to respond sooner if possible.

READING AT HOME

What you can do at home to support your child's reading:

Involve your child in everyday conversations and activities, sharing a story, using a recipe, making a list or reading street signs. This shows them how language works, and that reading is a useful skill. Read aloud with your child. It familiarises them with the sounds, shapes and processes of reading and writing, it's enjoyable and will encourage them.

Talk about books, choose books together and read them together as a shared, companionable activity.

Try and make sure there's a wide range of reading material for your child at home, fiction and non-fiction books. Libraries, school, and second-hand shops can be great places to find books, or you can swap books with other families.

If your home language isn't English, it's important to read to your child in your home language. Experience shows that using your home language will help your child learn to read in English. Make reading together a special time away from interruptions such as television or other devices. Your child will value the time spent together.

Listen to your child reading every day, even for a short time.

LISTENING TO YOUR CHILD READ

Before you begin the book, talk about the cover, the title, and the pictures, discuss what the book might be about.

As you're reading talk about what has happened so far and ask your child what they think might happen next.

When you've finished the book, talk and ask questions about the story and the pictures. When reading a harder book together, take turns. The learning reader can read the simpler or repetitive parts and the experienced reader can read a paragraph or a page. When you find a new word, pause to give your child time to work out the word. Then support your child to:

- sound out the whole word using letter sounds (don't guess the word)
- blend the sounds in the word together (for example h-o-p hop, sh-e-ll shell, ch-i-ck-e-n chicken)
- repeat the word
- re-read the sentence to maintain the meaning of the text
- if necessary, explain the meaning of the word
- praise your child for trying; mistakes are part of the learning.

We will continuously keep our community informed and updated.

Stay safe,

Vicky Bitzios

Kind Regards,

Vicky Bitzios

Principal

~ our school, our community, our future ~



Our Learning SA website <https://www.education.sa.gov.au/our-learning-sa>

Wellbeing Resources for Families

Online Safety Online safety advice and content for educators, parents and kids
<https://www.esafety.gov.au/educators>

HEADSPACE

Managing stress related to covid-19 virus includes tips to maintain a healthy mindset:
<https://headspace.org.au/young-people/how-to-cope-with-stress-related-to-covid-19/>

e-Headspace a free online counselling platform
<https://eheadspace.org.au/>

KIDS HELP LINE

WebChat counselling
<https://www.kidshelpline.com.au/get-help/webchat-counselling>

Phone counselling: 1800 55 1800 (free and confidential)

REACHOUT

Self-care tips
<https://au.reachout.com/collections/self-care>

Professionally reviewed self-help tools-and-apps:
<https://au.reachout.com/tools-and-apps/>

BLACKDOG INSTITUTE

Dream On – smart phone app trial for young people experiencing sleep difficulties:
<https://www.blackdoginstitute.org.au/research/participate-in-our-research/for-young-people/dream-on>

Self-help-tools-apps:
<https://www.blackdoginstitute.org.au/getting-help/self-help-tools-apps>