



Advice to Parents and Students: Plan as at Tuesday 31st March 2020

The Premier of NSW has encouraged families to keep children at home for the remainder of Term One in response to the government's COVID-19 response. However, Young High School remains open for students whose parents are engaged in essential services.

The following arrangements are in place to enable students to learn from home.

Daily Organisation at School

- Roll call in the quadrangle for students attending school
- Timetabled lessons will not proceed as per the regular timetable at school. Students will follow the adjusted timetable posted last week on Skoolbag app and sent to student school email.
- A message will be conveyed each morning to indicate where students will work that day. The areas will be determined by daily numbers and the capacity of each location.
- Rolls will be marked each session by supervising teachers.
- Texts for absent students will not be sent during this time. However, phone calls will be made to check in with any students who do not have an explained absence.

How will Young High School facilitate Learning from Home?

- Timetabled lessons will not proceed as per the regular timetable. Online Learning or hard copy booklets will be the only mode of lesson delivery for all students, whether working from home or at school.
- All classes have an online learning platform through Google Classroom. Senior VET courses may be learning from Moodle and some courses are operating using Microsoft Teams.
- Students are to use their online learning platform (Google Classroom, Microsoft Teams or Moodle) to complete their learning activities and communicate with their teachers about their learning. Students should only contact teachers via their official DoE email if they are experiencing difficulty accessing the online platform.
- Staff will endeavour to respond to student and parent/carer communication in a timely manner and within regular school hours (8:30am-3:30pm) however, response time may be affected by the developing COVID-19 situation.
- Online virtual classrooms using Microsoft Teams and Zoom are being explored but may not be used straight away. Communication regarding these technologies will occur after processes have been put in place for their safe use.
- **Year 11 and 12 students will not be disadvantaged by remaining at home.** The NSW Education Standards Authority (NESA) will issue further advice about the impact on the HSC. <https://www.educationstandards.nsw.edu.au/wps/portal/nesa/home>
- Assessment tasks, including examinations, will NOT be held onsite until further notice. These tasks may proceed in an alternate format. All information about assessment tasks will be communicated by class teachers via their online learning platform (Google Classroom, Microsoft Teams or Moodle). Further clarification around assessment will be communicated in due course.

Student wellbeing

- If a parent/carer has concerns regarding their child, the first point of contact should be the Year Advisor. Contact can be made via the office or email (addresses are listed below in the FAQs)
- Care Connect services remain available to students and families. Contact should be made via the office as some of these supports are being offered remotely.
- Refer to the document: "Supporting your wellbeing while learning at home" for further supports and resources.

Technology Support

- If you are having issues with your YHS account login then please log onto the YHS IT Support Google Classroom (Code: SB4QGV2). There are tips and tricks for using technology when learning at home. You can ask questions through the classroom. **Note:** *This ONLY applies to username and password issues. We are not in a position to solve WiFi or other connectivity problems.*
- If you are unable to access the online learning platform contact the school and concerns will be addressed over the phone.
- Please refer to the "Digital Etiquette Guide for Students and Parents" for further information.

How can students make the most of Learning from Home?

Students must know their Google Classroom or Microsoft team codes (this was sent to all students in an email and posted on the Skoolbag app). Students must regularly check their DoE email for this information and further updates.

Students should:

- Organise their physical space at home. Make sure the space for learning is neat and tidy.
- Follow a timetable to ensure appropriate time is allocated to every subject. As a guide (minimum hours – learning time may vary, depending on individual circumstances):

Year 7-8 weekly plan	Year 9-10 weekly plan	Year 11-12 weekly plan
<ul style="list-style-type: none">• 3 hours each subject: English, Maths, Science• 2 hours each subject: History/Geography, PDHPE, Technology, Language, Art/Music	<ul style="list-style-type: none">• 4 hours each subject: English, Maths, Science• 2 hours each subject: History, Geography, PDHPE, Electives	<ul style="list-style-type: none">• 4 hours each subject• In addition, students may access past HSC examination papers, online multiple choice questions and consolidate course notes and study.

- Take the initiative with their learning – it is up to students to make this work as best as possible.
- Complete tasks with integrity and academic honesty. Students are to do their best work.
- Do their best to meet timelines, commitments and due dates. Students are to communicate proactively with their teachers if they cannot meet deadlines or require additional support. Student learning should be completed this term. Hard copy booklets can be returned to school by the end of Week 1 Term 2. Online activities should be "turned in"/ submitted in each of their online learning platforms by the end of Term 1.
- Students studying Distance Education (including the NSW School of Languages, Finigan and Aurora) will continue as advised by individual schools.

How can parents/carers help?

- Set clear and positive expectations that learning will continue at home.
- Please understand that Learning from Home cannot look the same as the regular learning process.
- Make sure you have access to the school timetable through the Skoolbag app and student emails. This is to ensure your child/ren are ready to learn at the scheduled time.
- Ensure that sleep patterns and morning routines are regular and structured.
- Manage your children's phone/s during lesson times. Phones are a distraction and parents will need to help manage this, by considering steps such as physically placing phones away during timetabled lessons.
- Allow "Push" notifications in the Skoolbag app so that you can stay in touch with developments.
- Clarify exactly when assessment tasks are due and assist your child/ren with submission.
- Make changes to your home so that there is a clear and organised space for learning. A space/location for extended learning should be a public/family space, not in a bedroom.
- Parents should contact teachers via email channels only in exceptional circumstances.
- Please do not directly interact with Google Classroom (or other online platform), as this is a student learning space.
- Specific parent/carer concerns should be communicated via the office or school email address. Staff will endeavour to respond to in a timely manner and within regular school hours (8:30am-3:30pm) however, response time may be affected by the developing COVID-19 situation.

What is the Department of Education doing to assist with Learning from Home?

- The Department's website [Learning from Home](#) has many resources. Parents are welcome to access these resources to assist the learning from home. The Department will provide updates on future developments which we will share through email.

What if my child needs to come to school?

- Social distancing guidelines will be strictly applied. This means students attending school will NOT experience a regular school day.
- Students must bring their own food. The canteen is closed until further notice.
- Extra-curricular activities will not take place, and the site will close at 3.30pm.

TAFE & EVET – Year 11 & 12 Students

- Normal operations of TAFE have been suspended from 30 March until 27 April.
- NESAs are reviewing the impact of Coronavirus COVID-19 on EVET delivery. Some EVET teachers are endeavouring to organise online learning. Students should check their emails for online content.

FAQs

1. What will happen to the HSC this year?

NESA has made it clear that students will not be disadvantaged and the 2020 HSC will provide students with the necessary qualification to access career paths beyond Year 12 including tertiary studies.

A COVID-19 Response Committee from NESA is addressing developing issues as a matter of urgency.

Young High School staff will review information and meet to discuss amendments to assessments, schedules, practical tasks, work placement and support for students, early in Term 2.

Advice to students

- Keep learning, do your assessments, make progress on your major projects.
- Look after yourself, whether you are at school or at home.
- Reach out to family, friends and your teachers if you need to.
- Go to UAC COVID-19 updates for information about entering university in 2021.

2. Are assessments still due?

Year 7, 8, 9 & 10 Students:

Students are to continue working on their assessment tasks and submit by the due date as per the Assessment Schedules. Tasks should be submitted where possible by the due date. However, if this is not possible tasks should be submitted before the end of Term 1. Some teachers have postponed or adjusted tasks listed in the assessment schedules to suit current change in learning delivery.

Year 11 & 12 Students:

Year 11 & 12 students can still be working on their assessment tasks and submit by the due date as per the Assessment Schedules. Some teachers have contacted students to postpone dates for tasks. New dates will be arranged for Term 2. We are aware of significant disruptions and changes, so the assessments will be marked with this in mind, with no need for a Student Appeal/Request form, unless further significant issues have impacted the student completing their assessment.

3. What if there is group work in an assessment task?

Teachers will determine the nature of this task and alternatives may be considered. Students should communicate with classroom teachers through their online learning platform.

4. What if my child needs a textbook or other hard-copy resource?

The school site remains open. If you need to access resources from the school, please phone or email your request to the school so we can have the correct resources ready for you to collect from the office.

5. What if I need to contact a specific staff member?

Please contact the school via phone or the school email (young-h.school@det.nsw.edu.au) and state in the subject line the person's name, or role that you wish to contact (e.g., ATTN: Deputy Principal Year 7).

6. What if my child needs additional support / modifications to access learning?

Classroom teachers will build-in adjustments as per usual practice. The Learning and Support team have set-up a google classroom for all learning and support students to access if additional assistance is required.

7. What if my child needs extension work?

The online platform (Google classroom, Microsoft Teams or Moodle) is the “classroom” - students are encouraged to write questions and ask for assistance through this platform.

8. What if I need to speak with a Year Advisor?

Year 7 Advisor	Mr. Rob Daniels	Rob.daniels@det.nsw.edu.au
Year 8 Advisor	Ms. Abby Slater	Abby.slater@det.nsw.edu.au
Year 9 Advisor	Ms. April Geromboux	April.geromboux@det.nsw.edu.au
Year 10 Advisor	Ms. Elizabeth Duncan	Elizabeth.duncan15@det.nsw.edu.au
Year 11 Advisor	Mr Colin MacIver	Colin.maciver3@det.nsw.edu.au
Year 12 Advisor	Mr Joel Beckett	Joel.beckett3@det.nsw.edu.au

9. How can I access the Teacher Librarians for support?

Mrs Myburgh will contact each student doing the Premier Reading Challenge with instructions on how to enter their books for the challenge. She can be contacted to assist senior students to apply for logins to the State Library and the Trove Library. These libraries give students free access to articles, journals and data bases, which are valuable resources for assignments and study.

10. What happens if my child is completing some learning through Distance Education?

Aurora, The NSW School of Languages and Finnegan Distance Education have emailed students and their families directly in regards to their processes. If you require further supports please contact Mrs Myburgh at the school.

11. What if my child does a subject with practical work?

Teachers are investigating all options in regard to practical work. We understand that there will be changes and adjustments as we navigate Learning from Home and teachers will provide more advice about practical work as it becomes available. Students may be able to take practical projects home. Year 11 and 12 students can negotiate with their teacher about accessing school resources.

12. Will school bus services continue to operate?

At present, the bus services will operate as normal.

13. What about extra-curricular activities?

All extra-curricular activities have been cancelled until further notice. There are no exceptions to this. Postponed dates for some whole school events to be advised later in 2020.