



Date: 13 Jan 2022

Dear KJS Families,

I would like to take this opportunity to give you some information regarding our schoolwide approach to distance learning ahead of the announced school closure from Friday 14/1/22. While we acknowledge that distance learning brings with it a number of challenges, we believe that we have become more effective and efficient through stakeholder feedback and reflection on our past experiences.

In terms of practical information, please see the points below:

Transition to distance learning:

- To ensure that our teaching teams are able to plan for and provide a high quality distance learning experience for our students, live (synchronous) teaching and learning will begin at 10:30 a.m. on Friday. School will begin at 8:30 a.m. from Monday, January 17th.

General Information:

- All relevant distance learning information and links can be found on the year-level distance learning websites. These websites require a student email log-in to access to maintain security. The following guide will assist you: [Parent Distance Learning Website Log-On Guide](#)
- Attendance is expected at every live classroom and specialist session, and attendance will be taken formally as per on-campus school.
- Please contact your class teacher if your child is unable to attend online school because of illness.
- We will follow our on-campus timetable during distance learning to maintain positive learning routines.
- If the class teacher is ill and unable to teach, a class/year-level Educational Assistant (EA) will check-in and support students with planned independent learning tasks on the first day. If the class teacher absence extends to a second day and beyond, a supply cover teacher will be hired to lead the live online learning and support students throughout the day.

Distance Learning Student Expectations:

- Be on time
- If you are late, apologise to the teacher with a reason in a private message
- Video camera on for group/class sessions
- If your teacher allows Zoom backgrounds, choose your background before entering the Zoom room, and then leave it for the session. Please make sure that you do not disappear behind the background.



- Use your first and last name only when on Zoom
- Only use the chat function when asked to by your teacher
- Be kind and thoughtful in all your interactions with others
- Show your face to the camera and be attentive
- Remain in each session until your teacher ends it
- Attentively listen to one another and take turns to speak.
- Use respectful language at all times.

Distance Learning Parent Guidelines:

- Teachers will be available to students from 8:30 a.m. - 2:30 p.m. Monday - Friday (10:30 a.m. - 2:30 p.m. on 14/1). Please be considerate in making the decision to contact teachers or have your child post/share learning outside of these hours. This will help to ensure more balance for your child.
- Ensure sound / video are working on devices before children use them for learning.
- If video is not on and no clear reason is given as to why, the participant will be removed from the meeting. This is for the safety of your children.
- Encourage and guide your child in terms of video conference etiquette - see the guidelines for students.
- Monitor and support your child to find a healthy balance in terms of screen time outside of distance learning.
- Ensure that all family members, including students (no pyjamas, please), are wearing appropriate attire for school before connecting to a video conference and enabling the camera.

We feel confident that we can support our students' learning effectively during this school closure, and we look forward to seeing all of our students online this Friday. Please rest assured that we will continue to update you as circumstances change

Kind regards,

Dr. Jamie Schmitz - Principal