



CATHOLIC COLLEGE SALE

27 March 2020

Dear Parents/Guardians

Although this is a challenging and unprecedented time, we are working hard to minimise learning disruption to our students. Our thoughts and prayers are with each one of you during this difficult and continually evolving situation.

As you are aware we commenced our student school holidays on Tuesday 24th March 2020. At this stage, the plan is for College staff to return to work on Tuesday 14th April and students on Wednesday 15th April 2020.

In the event of our Governors instructing us to implement Remote Learning Provision we have, in the last four days, been developing key learning resources and strategies for students. This may occur as early as the beginning of Term 2.

In this letter and attachments, you will find the information you need to assist your child to move to Remote Learning Provision, if and when required. Please familiarise yourself with all of this information so that we may have a successful transition to this new learning experience. The College and our staff are here to assist every student and family and we aim to deliver the best quality learning possible. As always, this will be a partnership between the College, students and families and we will especially need parents and guardians support to ensure we achieve the best outcomes for each student.

Remote Learning Information:

We are continually updating information and this can be found on our College website by using this link <https://www.ccsale.catholic.edu.au/covid-19-management/>

College Staff have worked very hard to outline some expectations and support documents for students and teachers to ensure we are ready to enact our Remote Learning Plan if necessary:

Student Expectations:

Engage with pastoral teachers through a 'Pastoral check-in' each school morning at 8.45am.

Students are advised to continue to follow their normal lesson times during any absence from school (five one hour lessons per day). They should use the **SIMON Learning Areas** as their first port of call to check for any learning activities. This will be set by their teacher and listed in the 'Class Notices' section.

It is the responsibility of each student to use their school email to seek any clarification or highlight any difficulties completing the set activities.

Students must also use their school email to seek immediate assistance if they have difficulty in accessing resources involved in the activities from the ICT helpdesk.

Parent Expectations:

Parents are expected to support the College and their children in the continuation of their education. Parents are advised to work with their children to develop a manageable routine.

Parents are also advised to regularly check-in to see student progress through P.A.M (Parent Access Module). Parents are also encouraged to support their child to make the initial contact with their teacher if they are having difficulties.

It is the responsibility of parents to contact the College if there is a reason their child will not be able to access online learning resources during the period of Remote Learning. In this instance, teachers will work to provide a suitable alternative arrangement.

Parents with children who will not be able to complete set tasks due to illness must report this through the Parent Access Module via the Parent Notified Absences. The College will then notify teachers of the child's absence.

Teacher Expectations

Teachers have been advised to actively monitor student engagement in these activities and reach out to students (and/or parents of students) who appear to be struggling to engage or show understanding in their provided activities. Students in this category could be identified by:

- Decreased or non-participation in learning activities.
- Inability to meet the success criteria.
- Emails from students and parents expressing concern about their studies.

Teachers will keep parents informed of how their children are progressing in their studies. This will be done through the following methods:

- Adding completed tasks as a '*classwork task*' in SIMON. (satisfactory / unsatisfactory)
- Whole class / individual parent emails.

The Catholic College Sale Remote Learning Guidelines for Students was distributed to students on the final day of classes this term. Please [click here](#) to access this document.

Should Remote Learning need to commence on Wednesday 15th April, all families and students will be contacted on Tuesday 14th April with clear instructions of what will be required. Thank you to all families that have been so proactive in ensuring students have their learning resources at home.

Assistance from the College:

I am fully aware that many of you will face difficulties and hardships in the time ahead. Please do not hesitate to contact the College at contactus@ccsale.catholic.edu.au for all queries or, should you require any assistance with your financial commitment to the College.

I would like to take this opportunity, on behalf of the College Governors and Staff, to wish all in our school community a safe, well and Holy Easter holiday break.

May God be present with you and your family.

Yours sincerely

CHRIS RANDELL
PRINCIPAL