



Telopea Park School

Lycée franco-australien de Canberra

Australian Secondary online teaching and learning timetable



Student online protocol

To begin Friday 20 August Week 6 Term 3 2021

Y7 – Y8		Monday	Tuesday	Wednesday	Thursday	Friday
Session	9.00am 9.10am	CG	CG	CG	CG	CG
1	9.15 -10.00	1	3	7	5	4
2	10.00- -10.45	5	6	3	2	6
Recess	10.45-11. 15	Recess	Recess	Recess	Recess	Recess
3	11.15-12.00	4	1	2	7	1
4	12.00-12.45	7	Independent class work	5	P&S	3
Lunch	12.45-1.30	Lunch	Lunch	Lunch	Lunch	Lunch
5	1.30--2.15	2	4	6	Independent class work	Independent class work
R&R	2.15-3.00	Exercise	Exercise	Exercise	Exercise	Exercise
Y9 - 10		Monday	Tuesday	Wednesday	Thursday	Friday
Session	9.00am 9.10am	CG	CG	CG	CG	CG
1	9.15 -10.00	1	3	7	5	4
2	10.00- -10.45	5	6	3	2	6
Recess	10.45-11. 15	Recess	Recess	Recess	Recess	Recess
3	11.15-12.00	4	1	2	7	1
4	12.00-12.45	7	Independent class work	5	P&S	3
Lunch	12.45-1.30	Lunch	Lunch	Lunch	Lunch	Lunch
5	1.30--2.15	2	4	6	Independent class work	Independent class work
R&R	2.15-3.00	Exercise	Exercise	Exercise	Exercise	Exercise

Teacher meeting students face-to-face on Google Meet via Google classroom'

Teacher available on Google class for students to ask questions or clarification about class work via messaging

Teacher available on Google class if students need further assistance via messaging

Independent class work students work independently on class work



2021 Student Online Protocol during ACT Lockdown



Expectations of students at-home - Students will:

- Have at least 8 hours sleep each night to be ready to undertake online learning
- Have breakfast and be dressed ready to join online by 9.00am
- Have the Chromebook charged and set-up in an appropriate workspace
- Log onto CG every morning at 9.00am
- Access Google Classroom for each subject according to the online timetable

Expectations for learning – Teachers will:

- Provide students structured and cohesive learning
- Deliver synchronous and asynchronous learning according to the online timetable
- Provide learning tasks according to the needs of all students (inclusion and differentiation)
- Complete daily check-ins for all students
- Deliver content / lessons / tasks via Google Classroom
- Clearly identify compulsory work and extra support
- Provide extension or optional work
- Facilitate students to post clarifying questions about classwork on Google classroom

Expectations for learning – Students will:

- Logon to Google classroom only using their ACT Education account
- Not share Google class codes with others outside the class
- Acknowledge the online platform is a classroom and they will follow the classroom rules
- At the beginning of an online session turn off the camera and microphone
- During the online session observe the classroom rules and switch the camera or microphone ON/OFF as directed by the teacher
- Not record, take a screen shot or photo of the teacher or other students during an online class
- When online all students interact and engage positively with the teacher and other students
- Be exited from an online session if their behaviour is inappropriate, parents will be contacted
- Add a background to mask their home surroundings when online
- Demonstrate the school values of:
 - ❖ **Respect** – by always using appropriate language when online, verbally and in written form
 - ❖ **Cooperation** – collaborate with the teacher and support students in the class
 - ❖ **Honesty** – uphold academic integrity by completing the tasks and acknowledge the work of others
 - ❖ **Fairness** – seek support from each other and the teacher as necessary

Support

For subject specific questions or clarification contact your class teacher via Google Classroom

For IT or Chromebook issues email your Contact Group teacher (firstname.surname@ed.act.edu.au)

For wellbeing support students can contact a **Student Services'** Executive teacher via email or via the Student Services website: <https://sites.google.com/ed.act.edu.au/a3tps>

Student Welfare - Kylie Louis - kylie.Louis@ed.act.edu.au

Student Engagement - Des Proctor - des.proctor@ed.act.edu.au

Student Differentiation - Stacey Griffiths - stacey.Griffiths@ed.act.edu.au