



Learning@Home for Years 7-12

Dear Parents and Carers

The information below is intended to help you with learning at home during the period of self-isolation that is encouraged by the NSW Premier. School is still open for students who are not able to stay at home. As we do not know how long this will be, there will be further updates.

Learning at Home

Learning at home helps your child stay in touch with their teacher and fellow students.

In Years 7 to 12, learning at home will occur both online and offline. It involves coursework delivered through our school learning management system, SEQTA and complimented by Office 365 apps such as Teams, which is a live chat and video platform.

Teachers are providing all learning instructions through SEQTA Learn. Every student in Years 7-12 has access to SEQTA Learn, and you as parents and carers also have access through SEQTA Engage. If you have not yet activated your SEQTA Engage access please email Mrs Kelly Paul (see email address at the end of the document).

Within SEQTA Learn, teachers will be using a variety of online platforms. Directions and links will be posted inside SEQTA for classes that are using other platforms such as Office 365 One Note, Teams, Edmodo and Education Perfect.

The school is currently setting up the capacity for lessons to be delivered live through Office 365 Teams. This allows face timing and chatting in a safe and monitored online environment. We anticipate that Year 11 and 12 will have this capacity by 30 March, and Years 7-10 will follow as soon as possible.

Learning will continue to be assessed as this is important for the student and teacher. Assessments may include projects, research, essays, video creation, online quizzes and tests.

Ideas for Parents

If children are able to have a routine at home, their learning will be more successful. Consider the following suggestions and adapt them to your home circumstance (adapted from NSW Education Department and NSW Association of Independent Schools):

- establish routines and expectations
- organise a space for your child to work in

- monitor communications from teachers in SEQTA and school emails
- begin and end each day with a check-in
- take an active role in helping your children process their learning (this does not mean that you need to teach them)
- encourage physical activity and/or exercise
- check in with your child regularly to help them manage stress
- monitor how much time your child is spending online
- keep your children social, but set rules around their social media interactions
- check your children are ready to learn by using the checklist below

	Ready for Home Learning Checklist	Yes/No
1	Find a suitable space to do your schoolwork. Is this space:	
	• Free from distraction?	
	• Reasonably quiet (if not, move or use headphones)?	
	• Away from glare?	
	• Near a power point?	
	• Away from trip hazards?	
2	Do you have a desk and chair? (Avoid lying on your bed to work)	
3	Do you have pen and paper ready?	
4	Is your computer/ipad charged and ready?	
	• Is your computer/ipad adjusted correctly?	
	• Is the screen directly in front of you?	
	• Is the screen at a distance where you can see easily?	
5	Is lighting adequate to do your work	
6	Can you Direct Message your teacher through SEQTA?	
7	Can email your teacher?	
8	Can you get onto your class online platform such as Teams, zoom or Education Perfect? If not, please email your teacher.	
9	If you are on video:	
	• Have you blurred your background?	
	• Are you wearing your school or PE shirt	

Communication

Teachers will communicate with students during each lesson. This may be via SEQTA, direct message, email, Teams or Zoom. If a student emails or direct messages a teacher outside of the scheduled class time, the teacher will respond within 1-2 school days.

Teachers will provide feedback on learning tasks that are submitted. Generally, these tasks will be submitted online through SEQTA.

Teachers will be available for communication with parents between 8:40 am and 4:00 pm. Communication can be via email or the school phone.

Cybersafety

Parents can support their children in being safe and acting appropriately during online learning by:

- Monitoring screen time.
- Assisting children to maintain their social networks.
- Ensuring that their child's computer is placed in a shared or visible area of the home for online lessons.
- Ensure that their child follows our school's dress requirements for online learning ie wear a school shirt or PE top.
- Supervising children's online engagement.
- Monitoring communications from teachers.
- Teach their child how to manage any material or communication that worries or concerns them, including telling an adult immediately and how to close a web page or turn off a screen.
- Reporting any concerns to the school.

Students are expected to:

- Uphold the school values and act appropriately.
- Complete tasks with integrity and academic honesty, doing their best work.
- Do their best to meet timelines, commitments, and due dates
- Communicate proactively with their teachers if they cannot meet deadlines or require additional support.
- Collaborate and support their classmates in their learning.
- Use SEQTA Learn for their daily lessons.
- Be cybersafe.
- Wear their school top if using facetime learning such as Teams or Zoom.

Wellbeing

Being confined to home for an extended period of time can cause stress and conflict. The school chaplains and counsellors are available to support both students and parents via phone, email or online (see email addresses at the end of the document). Tips for looking after your children during isolation include (adapted from NSW Education Department and NSW Association of Independent Schools):

- Talk to your whole family about what is happening. Understanding the situation will reduce their anxiety.
- Help your children to think about how they have coped with difficult situations in the past and reassure them that they will cope with this situation too. Remind them that the isolation won't last for long.
- Exercise regularly. Options could include exercise videos and apps, dancing, walking around the backyard or using home exercise equipment if you have it. Exercise is a proven treatment for stress and depression.
- Encourage your children to keep in touch with family members and friends via telephone, email or social media (where appropriate).

- Start and finish each day with a simple check-in. This allows your child to process the instructions they have received from their teachers and help them organise themselves and set priorities.
- In the morning, ask:
 - what are you learning today?
 - what are your learning targets or goals?
 - how will you be spending your time?
 - what resources do you require?
 - what support do you need?

In the afternoon, ask:

- what did you learn today?
- acknowledge one thing that was difficult. Either let it go or come up with a strategy to deal with the same problem if it comes up again
- consider three things that went well today. Why were they good?
- are you ok? Do you need to ask your teacher for something? Do you need help with something to make tomorrow more successful?

Learning Support

Ms Qiosese is available to provide extra assistance for individual students with assessments and homework. Below is a timetable up until 2 April. While students can contact at any time, priority will be given to the Year group listed. Ms Qiosese's email is listed at the end of the document and an updated timetable will be posted.

Thursday 26th March	Friday 27th March	Monday 30th March	Tuesday 31st March	Wednesday 1st April	Thursday 2nd April
Yr 7 8:45am-10am	Yr 12 8:45-10am	Yr 7 8:45am-10am	Yr 9 8:45am-10am	Yr 8 8:45am-10am	Yr 10 8:45am-10am
Yr 8 11:36am-1pm	Yr 11 11:36am-1pm	Yr 8 11:36am-1pm	Yr 10 11:36am-1pm	Yr 7 11:36am-1pm	Yr 11 11:36am-1pm
Yr 9 1:40pm-3pm	Yr 10 1:40pm-3pm	Yr 9 1:40pm-3pm	Yr 11 1:40pm-3pm	Yr 9 1:40pm-3pm	Yr 12 1:40pm-3pm
Knowledge Hub Support 5pm- 7pm		Yr 11 5-6:30pm	Student Advocacy Program 5pm-7:30pm	Yr 10 5pm-7pm	Yr 9 5pm-6:30pm
		Yr 12 7-8:30pm	Yr 12 Exam Support 8pm- 9pm		Knowledge Hub Support 7pm-8:30pm

Year 7-12 Staff Email Addresses

7-12 Teachers	Email
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Mrs Kate Watson	Kate.Watson@mvac.adventist.edu.au
Mrs Belinda Wooller	Belinda.Wooller@mvac.adventist.edu.au
Support Staff	Email
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Ms Rachel Rankin - Counsellor	Rachel.Rankin@mvac.adventist.edu.au
Pastor Hope Chomczynski - Chaplain	Hope.Chomczynski@mvac.adventist.edu.au
Pastor Terence Greenfield - Chaplain	Terence.Greenfield@mvac.adventist.edu.au
Pastor Raul Moran - Chaplain	Raul.Moran@mvac.adventist.edu.au
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School Executive	Email
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Mr Sam Lett - Behaviour	Sam.Lett@mvac.adventist.edu.au
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Mr Craig Dwyer – Business Manager	Craig.Dwyer@mvac.adventist.edu.au
School Office	info@mvac.adventist.edu.au