



**BONNYRIGG HIGH SCHOOL**  
selective and local enrolments  
*I shall strive for the best*

# Parent Booklet

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BONNYRIGG  
HIGH SCHOOL  
1961

# Online Learning



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## 1. Bonnyrigg High School Online Learning

- 1.1 Bonnyrigg High School has now moved to an online learning model to ensure continuity of education for all our students.
- 1.2 The student’s timetable provides an indication when they should be completing the set work. Students should manage their own learning times to suit their individual and family, circumstances and commitments.**
- 1.3 During Phase 0 of the DoE managed school return, teachers will be available ‘online’ in Google classroom during their *normal timetabled class period*. Teachers will be ready to respond to messages and questions. During Phase 1 and onwards, teachers **will not** be available for immediate online communication as they will be at school, participating in the classroom as per timetable.
- 1.4 Teachers can be contacted at *other* times using the Google classroom messaging system. Due to teacher commitments (other classes, meetings etc.), an immediate response may not be possible, however teachers will endeavour to respond by the student’s next timetabled lesson.
- 1.5 We expect students to engage in all timetabled lessons and complete learning tasks.
- 1.6 Regular breaks and physical activity are important during each day.
- 1.7 As detailed in the *BHS Student Online Learning Handbook*, students have access to both *G Suite for Education* and office 365 through the Student Portal.

## 2. Accessing work through Google classroom, our online learning platform

- 2.1 Students access their work through Google classroom. Once logged in, each class should be visible on the student’s *Dashboard*. From the Dashboard, students can *enter* the classes shown. The *BHS Student Online Learning handbook* includes further information about Google classroom, including how to access the platform.

NB: Chrome should be used when accessing Google classroom

Access student guide to Google classroom [here](#)

### 3. What to expect from the Teacher

3.1 In the learning materials provided on *Google classroom*, teachers will:

- Provide high quality learning experiences for students
- Provide clear instructions for students
- Publish significant events (such as when online face-to-face sessions will occur)
- Provide clear timelines for when tasks should be completed and/or submitted
- Provide regular quality feedback for all submitted work

3.2 Teachers will follow up on any student who is not participating or not applying themselves to their learning. If this occurs, parents will be contacted.

3.3 It is important to understand that while the mode of delivery of learning has changed, completion of set learning tasks are compulsory and indicate that students are 'attending' school.

### 4. What to expect from the Student



4.1 Students are to partake in the learning experiences provided by their teachers.

4.2 Students should access their subjects in Google classroom. Another online platform ZOOM, may be used depending on individual subject requirements.

4.3 Students should **submit all learning tasks by the published due dates**.

4.4 Students need to communicate with their teachers if they are having difficulty with either their learning, or in the meeting of deadlines.

### 5. Wellbeing

5.1 Student wellbeing is of paramount importance. Students can request **Wellbeing Support** through the following:

Contact Year Advisors, Deputy or teacher via Google classroom, email

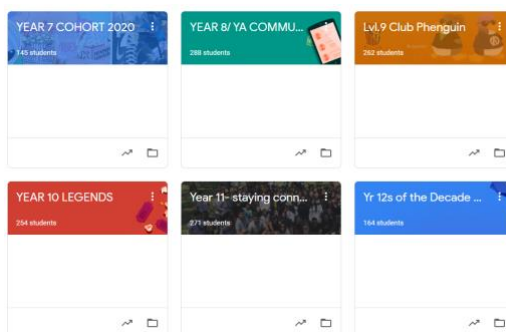
Call school

Call counsellor

Use wellbeing app



Our School Counsellors Amye and Libby are still supporting students while we continue online learning.



Through your Google classroom year group page



The school wellbeing app Contains a lot of useful information to promote wellbeing

## 6. Communication

- 6.1 The school posts regular updates on the school webpage, Instagram and Facebook accounts.
- 6.2 Google classroom is the primary source of class learning activities, which students should regularly check.
- 6.3 Families to contact the School via email or phone.
- 6.4 Bonnyrigg High School is not closed. All staff are working to provide quality learning for each student and to ensure all students are being cared for and supported.

## 7. Online Learning Etiquette

7.1 The classroom has transformed in style and format, but not in expectations and personal conduct. While the nature of our communication has changed; the manner in which we interact must still be respectful and embrace learning.

Students are expected to:

- be courteous, polite and formal in tone
- not use any inappropriate or offensive language
- communicate in the same way as if sitting in the classroom.

7.2 When using Video Conferencing with the classroom teacher students are expected to:

- use these mediums only during advertised class times
- use the mute button unless directed otherwise
- present yourself and your learning space appropriately (be conscious of your backdrop/background)
- communicate in the same way that you would in a classroom.

7.3 Respectful dress, appropriate learning spaces and courtesy are essential features of Online Learning.

## 8. Parent Responsibility

- 8.1 Students' safe, responsible and respectful use of digital devices and online services is the shared responsibility of students, parent/carers and school staff.
- 8.2 Parents and carers need to recognise the role they play in educating their children and modelling the behaviours that underpin the safe, responsible and respectful use of digital devices and online services.
- 8.3 Parents and carers need to support the implementation of the school procedure, including its approach to resolving issues.
- 8.4 Parents and carers need to take responsibility for their child's use of digital devices and online services at home. They should ensure their children use digital devices and online services in safe, responsible and respectful ways.
- 8.5 Parents and carers should communicate with school staff and the school community respectfully and collaboratively.

# Appendix 1- NSW DOE: A Managed Return To School

NSW Department of Education

	PHASE 0	PHASE 1	PHASE 2	PHASE 3	PHASE 4
<p><b>At all times</b></p> <ul style="list-style-type: none"> <li>Schools are safe places for students, teachers and staff.</li> <li>All students engage with a single unit of work.</li> <li>Keep up-to-date with your school's communications to make sure you receive important messages about timetable changes.</li> <li>Any identified cases of COVID-19 will continue to be managed in line with health advice, including temporary school closures where necessary.</li> </ul> <p><b>Learning from home</b></p> <p>Practical resources and guides to support students are available at the department's <a href="#">Learning from home hub</a>.</p>	<p><b>Schools are open for families who need it.</b></p> <ul style="list-style-type: none"> <li>Families are encouraged to keep their children at home wherever possible, with no student to be turned away.</li> <li>Students who attend school are supervised only, not in their regular classes.</li> <li>No excursions or inter-school activities.</li> <li>Continued enhanced cleaning and hygiene supply arrangements.</li> </ul> <p><b>You can now</b></p> <ul style="list-style-type: none"> <li>Send your child/children to school one day a week.</li> <li>You are encouraged to keep your child at home for the rest of the week wherever possible.</li> <li>Check with your school to see which day of the week your child/children should attend.</li> <li>Use the school canteen and uniform shop where appropriate hygiene measures are in place.</li> </ul> <p><b>You must continue to</b></p> <ul style="list-style-type: none"> <li>Keep your child/children at home if possible.</li> <li>Support your child/children to continue learning at home.</li> <li>Communicate with your school via email and phone wherever possible.</li> <li>Follow the health advice and keep your child/children at home if they are unwell.</li> </ul>	<p><b>Students at school at least one day per week.</b></p> <ul style="list-style-type: none"> <li>Schools have discretion for establishing which group attends on which day, with a preference to group siblings/families together.</li> <li>Families who need to send their child to school every day may continue to do so and no child will be turned away.</li> <li>Classes are split across different spaces and break times can be staggered.</li> <li>No excursions or inter-school activities.</li> <li>Continued enhanced cleaning and hygiene supply arrangements.</li> </ul> <p><b>You can now</b></p> <ul style="list-style-type: none"> <li>Send your child/children to school one day a week.</li> <li>You are encouraged to keep your child at home for the rest of the week wherever possible.</li> <li>Check with your school to see which two days of the week your child/children should attend.</li> <li>Use the school canteen and uniform shop where appropriate hygiene measures are in place.</li> </ul> <p><b>You must continue to</b></p> <ul style="list-style-type: none"> <li>Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.</li> <li>Maintain social distancing by avoiding gathering outside of school gates.</li> <li>Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.</li> <li>Support your child/children to continue learning at home on remote learning days.</li> <li>Communicate with your school via email and phone wherever possible.</li> <li>Follow the health advice and keep your child/children at home if they are unwell.</li> </ul>	<p><b>Students at school at least two days per week.</b></p> <ul style="list-style-type: none"> <li>Schools have discretion for establishing which group attends on which day, with a preference to group siblings/families together.</li> <li>Families who need to send their child to school every day may continue to do so and no child will be turned away.</li> <li>Classes are split across different spaces and break times can be staggered.</li> <li>No excursions or inter-school activities.</li> <li>Continued enhanced cleaning and hygiene supply arrangements.</li> </ul> <p><b>You can now</b></p> <ul style="list-style-type: none"> <li>Send your child/children to school two days a week.</li> <li>You are encouraged to keep your child at home for the rest of the week wherever possible.</li> <li>Check with your school to see which two days of the week your child/children should attend.</li> <li>Use the school canteen and uniform shop where appropriate hygiene measures are in place.</li> </ul> <p><b>You must continue to</b></p> <ul style="list-style-type: none"> <li>Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.</li> <li>Maintain social distancing by avoiding gathering outside of school gates.</li> <li>Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.</li> <li>Support your child/children to continue learning at home on remote learning days.</li> <li>Communicate with your school via email and phone wherever possible.</li> <li>Follow the health advice and keep your child/children at home if they are unwell.</li> </ul>	<p><b>Students at school five days per week, with social distancing measures.</b></p> <ul style="list-style-type: none"> <li>Students with increased health risks may continue to learn at home to suit their individual needs.</li> <li>Students remain in the same classroom for the day, break times can be staggered to reduce mixing between class groups.</li> <li>No excursions or inter-school activities.</li> <li>Continued enhanced cleaning and hygiene supply arrangements.</li> </ul> <p><b>You can now</b></p> <ul style="list-style-type: none"> <li>Send your child/children to school every day.</li> <li>Access community services run on school sites, where they are not restricted by Public Health Orders.</li> <li>Use the school canteen and uniform shop where appropriate hygiene measures are in place.</li> <li>Walk your child/children into and out of school while maintaining social distancing.</li> </ul> <p><b>You must continue to</b></p> <ul style="list-style-type: none"> <li>Follow your school's advice regarding changes to drop off and pick up, including staying in your car when dropping off and picking up your child/children if safe to do so.</li> <li>Maintain social distancing by avoiding gathering outside of school gates.</li> <li>Make sure your child/children have access to lunch and snacks, noting some canteens may not be operating at this stage.</li> <li>Support your child/children to continue to learn at home if they are required to learn remotely.</li> <li>Communicate with your school via email and phone wherever possible.</li> <li>Follow the health advice and keep your child/children at home if they are unwell.</li> </ul>	<p><b>Students at school five days per week, with full school activities.</b></p> <ul style="list-style-type: none"> <li>Normal school breaks and entry/exit processes will resume.</li> <li>Infection control procedures will continue on a school by school basis.</li> <li>Communication to staff, students and families regarding NSW Health advice will continue.</li> <li>Continued communication to the Early Childhood Education sector regarding NSW Health Advice.</li> </ul> <p><b>You can now</b></p> <ul style="list-style-type: none"> <li>Send your child/children to school every day.</li> <li>Participate in school excursions and inter-school activities.</li> <li>Use playground equipment at schools.</li> <li>Drop your child/children off at school as you would normally do.</li> <li>Participate in school based activities such as volunteering in classes and assemblies.</li> <li>Use services that usually operate at your school like canteens and other community run activities.</li> </ul>

## A managed return to school

Guidelines for families

