

REMOTE TEACHING Ready

TEACH TO SUCCEED



Remote teaching is uncharted territory for everyone.

As we all adapt to our new online campus, remember to choose kindness and patience when dealing with yourself and others.

Pave the way

Nurture connection and encourage feedback. Students will need extra time to adapt and adjust to remote learning.

Employ understanding. Each student has their own individual home situation and environmental factors which may help or hinder their adaptation.

Assign adequately. While they find their footing, students may not complete all the work set out for them. Keep this in mind when assigning tasks, prioritising work and giving instructions.

Flip the script. Plan activities that students can do away from their computer. Everyone will benefit from a little less screen time.

Choose your words carefully. When communicating with parents, remember that they may have other children and receive several emails relating to schooling for each child. Communicate information for parents as clearly and succinctly as you would for students.

Keep your expectations realistic. True, we are all in this together, but everyone has their own individual concerns. Considering levels of anxiety surrounding social isolation, possible financial issues and changing work situations, it is unfair to expect too much of parents and students.

Explore creative approaches to teaching and discover fun and innovative ways to help your students get the most out of remote learning. —Who knows? You might even enjoy this experience!

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Help is at hand

The College welcomes your questions. If you are unsure about any aspect of remote learning, please ask your Learning Area Leader.

Even though you are teaching from home, the College's Code of Conduct and behavioural expectations still apply. Rely on them when dealing with students.

The College discourages one-on-one conversations with students. However, if the student requires this level of assistance and you have exhausted all other options, the College makes the following recommendations:

1. Invite your Learning Area Leader to attend all one-on-one meetings conducted via Zoom or Google Meet. Even if they do not attend, the possibility of them joining the meeting at any time protects you.
2. Record the meeting. Obtain the student's permission first and conduct the Google Meet or Zoom meeting using a computer rather than a mobile device. Both Zoom and G Suite allow for the recording of meetings in their desktop versions only.
3. All one-on-one conversations should take place when a student is in a common place in their home, such as the kitchen or dining room, preferably with a parent or guardian present.

Discipline matters. Immediately record and report any inappropriate behaviour by students to the appropriate staff member.

Mandatory reporting obligations still apply to educators in the online environment. If you are concerned that family violence may be occurring in the home, make a report as you normally would at school.

Look after your overall wellbeing by cultivating work/life balance and sharing any concerns with your Learning Area Manager. Online tools such as Google's [Digital Wellbeing](#), [Beyond Blue online forums](#) and [Head to Health](#) may help.