



Home Learning Student Information Sheet

Your job is to help your family and continue your learning in a different way. Things may not always work the first time and teachers, parents and you will learn and adjust along the way. Be kind to yourself and others.

Get ready...

Wellbeing is #1 - Ensure you maintain healthy sleep habits, a healthy diet, physical activity and balance between learning, family responsibilities, wellbeing, relaxation and screen time.

1. Before you begin

- Make sure you are in a learning space free from distractions
- Ensure you have everything you will need e.g. laptop, power, headset, pencils, erasers, books

2. Check your email for any messages from your teacher

3. Check in before 11am



Send an email to your teacher to let them know you have started learning from home.

Remember when sending emails – Give your email an appropriate subject e.g. Check In, use a greeting e.g. Dear Mrs Smith and correct punctuation and sign off e.g. From Riley. Using all capitals is like shouting—so use capital letters properly!

If you are unwell, ask your parents to contact the school by 11am to let them know

Get set...

Every day, once you have emailed your teacher, you will need to



1. Access the platform your teacher is using

Read, think about and follow the instructions. See below steps for what to do if you get stuck.



2. Teams Check In - Parent decision

Once a day your teacher will schedule a Teams meeting. If your parent allows you to participate in this, use the link that your teacher will email your parent and post in your OneNote to access the meeting. When in a Teams Meeting remember to use a headset if possible and only unmute your microphone when your teacher asks you to. You may not use Teams without parent permission and must have supervision.

Let's go...

What if I get stuck?

If there is something you cannot figure out on your own, try these steps before you disturb people in your house who are also working.

1. Do you have a free family member who can give you a hand (e.g. a sibling)?
2. Can you phone or email a friend, classmate or family member to ask them?
3. Have you sent your teacher an email explaining what you are having trouble with?
4. Can you wait until your next class meeting to ask your teacher in person? Make sure you write down what you are stuck with so you don't forget.

Maintain healthy learning habits



Take regular breaks



Share your progress with your family



Make sure you complete the daily wellbeing and PE activities

Our normal
School Rules
also apply to
learning in
your home

- Follow directions straight away – from your parents and your teachers
- Be in the right place at the right time - including on your device
- Keep hands and feet to ourselves, using them only to help
- Listen and speak in a friendly way – at home and online, including in emails
- Care for others, objects and the environment