



## 7-12 Students Expectations

As students, you have an important role to play in your own School@Home learning. Continuing to be responsible learners as you engage with online learning will require good decisions, a positive attitude, cooperation with parents and teachers, and a generous attitude towards others.

Healthy routines are essential for successful learning at home. Every student will need to consider maintaining a healthy balance of study, physical activity and general well being while studying remotely.

### Learning at home

- I have a plan for my day and have discussed this with my parents or carers.
- There are planned times for physical activity and leisure.
- I have planned a healthy breakfast, other snacks and meal breaks during the day.
- I have planned to join the Core Class Google Meet at 9.00 am.
- A daily planner is a great way to keep organised. You might like to download and print this [7-12 Daily Planner](#).

### Using Google Classroom

- I have [logged in](#) and shown Google Classroom to a parent or carer.
- I can navigate between different Classes in Google Classroom.
- I have a copy of my timetable.
- I plan to check for new work in my timetabled classes every day.
- I know how to message my teachers in Google Classroom and use Gmail to send emails to my teachers and peers.
- I can upload and [Turn in an Assignment](#) in Google Classroom.
- I can take a photo of my work and submit it using 'Turn in'.

## Years 7 to 10

Your teachers will post new work to your classes in Google Classroom. This is the first place you should check for any new work.

- Work will be posted at the same time you have regular timetabled lessons.

- You may complete the work at any time during the day or week, but you are expected to finish the week's work by the end of the week.
- You will find all instructions to complete work in Google Classroom. Contact your teacher straight away if you have any questions.
- Your teachers will be available online during the timetabled class to assist with the set work.
- At the end of each week, you will be asked to provide evidence of completed work. Your teachers will give clear instructions in Google Classroom on how to do this for each subject.

## Years 11 and 12

Your teachers will post new work to your classes in Google Classroom. This is the first place you should check for any new work.

- There will be work posted at the same time you have regular timetabled lessons.
- Your teacher will be online during your regular lesson time. We would also encourage you to be online during your regular lesson time to communicate with your teacher.
- You will find all instructions to complete work in Google Classroom. Contact your teacher straight away if you have any questions.
- At the end of each week, you will be asked to provide evidence of completed work. Your teachers will give clear instructions in Google Classroom on how to do this for each subject.

## Year 11 and 12 Assessment

How will I know if I have an assessment task due?

We are still using the same assessment schedules which were in place before starting School@Home. You can find your assessment schedules for each subject in Google Classroom. If there are any changes, your teacher will send an official notification.

What if I am sick, or circumstances affect my capacity to complete an assessment task?

Follow the standard procedures for illness or misadventure. Please contact your teacher to explain the situation. You can find an illness and misadventure form in the [Stage 6 Assessment Procedures](#) handbook.

What if I cannot access resources due to poor internet or have problems with technology?

Please email your teacher well in advance of the task due date, and they will do everything they can to help. Your teacher will either provide access to resources and solutions to your problems or direct you to someone who can help.

I have an assessment task due soon, and I would like to get feedback from my teacher. What is the best way to do this?

There are many ways you can communicate with your teacher.

- Email your work and ask for comments and feedback.
- Share the Google Document with your teacher and ask for feedback.
- Organise a phone call with your teacher by contacting the school.
- Come into school and discuss the task with your teacher.

## Who to Contact

Who do I contact for help with classwork?

Contact your class teacher first, by email or messaging your teacher through Google Classroom.

Who do I contact for help with technology?

Ask your parents first. If they cannot help you resolve the issue, contact your Classroom Teacher or Core Teacher by email. You can also put in an [IT Help Request](#).

Who do I contact if I am sick and unable to do an assessment task or assignment?

Please follow the usual procedures. If you are in Year 11 or 12, you can find an illness and misadventure form in the [Stage 6 Assessment Procedures](#) handbook. If you are in Years 7 to 10, please ask your parents to email your teacher to explain the situation.