



July 2021

### COMMENCEMENT OF TERM 3

Dear Students

I hope that the holiday break has provided you with the opportunity to relax and prepare for what will be a different start to term three. Based on the advice received from NSW Health we will commence term three with Home Based Learning for all Year groups. In doing so it is important that we revisit the College theme that has been promoted since the start of the year. As you are aware at St Edward's, you are constantly encouraged to strive to be **the best that you can be**. This theme has become even more important over the next week as you adjust your approach to learning in a manner which requires you to be more responsible, developing greater independence and commitment to learn in an online environment. Before the start of term three, I encourage you to set yourself some learning goals and develop a plan to ensure that you maximise your learning opportunities while you continue to learn at home.

A Staff Development Day has been scheduled for Monday July 12 to allow your teachers time to prepare for home-based learning and they are looking forward to engaging with you and providing you with creative learning activities. It is important that you commit to engaging in online lessons, seeking feedback from your teachers and completing the learning activities that have been set. A range of strategies have been developed to support teachers in monitoring your engagement with your online learning and protocols established to provide you with feedback and report to your parents if concerns arise.

Classes will commence on Tuesday July 13 for all classes. Your Pastoral Leaders will be running a compulsory online assembly via a Microsoft Teams meeting at 9.00am to commence the day, to recap how to access your lessons via Microsoft Teams and outline the expectations and protocols associated with online learning. On Monday, you will receive an email with a link to this meeting and it will also appear on your calendar in Microsoft Teams.

The information below provides a summary of processes being implemented at the start of term two to assist you with succeeding while working at home. More detailed advice is also provided in the Student Home Based Learning Guide attached and I encourage you to take the time to read this advice before the commencement of term two.

1. The timetable will continue as normal with a five-period day Tuesday to Thursday.
2. Teachers will be available for 50-minutes of the one-hour lesson to allow teachers and students 10 minutes to prepare for their next lesson.
3. Years 7-10 will have three periods on Friday, with time free in the afternoon. This time is designed to provide you with an opportunity to engage in activities designed to promote health and well-being.
4. Year 11 students will have three lessons on Friday and a one-hour lesson commencing at 1.15pm to end the day.
5. Year 12 students who are studying subjects that have major works as a component of assessment will have an opportunity to attend a face-to-face afternoon class following the strict protocols established for these classes over the holidays. Teachers will co-ordinate this with you. All other Year 12 students are strongly advised to use this time in preparation for the Trial HSC Examinations which are currently scheduled to commence as per the original timetable on Monday July 26.
6. Your timetable will appear on the Student Portal and the work set for each lesson can also be accessed on your timetable.
7. Every lesson commences with a **compulsory** live Microsoft Teams meeting. Teachers will mark the roll at this time and inform parents if you do not engage in these meetings. Links to these meetings can be accessed via your class Canvas page for each subject. Teachers will be creating these links on Monday in preparation for classes to commence on Tuesday. You are required to log into these meetings promptly at the start of each lesson.
8. You are encouraged to engage fully in each lesson completing all set work, seeking advice from your teachers via email, Canvas discussion boards and other mechanisms established by your teachers, during the lesson.





9. You are to ensure that you always conduct yourself and communicate in an appropriate manner while working online and your Pastoral Leaders with discuss this with you further at your online assembly on day one of the term three.
10. When emailing teachers ensure that you clearly indicate your name, the class that you are in, the question you wish to ask or the feedback that you wish to receive and that you communicate in a clear and concise manner.
11. All assessment tasks are required to be submitted by the due date and time and parents will be informed if you do not fulfill this requirement.
12. Your Pastoral Leader and the College Counsellors are here to support you if you are finding things difficult and they can be accessed via email. Their email addresses are available on the Student Portal.
13. If you experience technical difficulties, you can contact the IT Helpdesk on 4321 6444 during school hours or via email at [helpdesk@stedwards.nsw.edu.au](mailto:helpdesk@stedwards.nsw.edu.au) .

I have written to your parents today outlining the plan for the start of the term.

I wish you the very best for the start of term three and encourage you to commit to engaging in your learning to the best of your ability over the coming week.

It is anticipated that face to face classes on campus will commence at the start of week two and I look forward to the return to a normal school day.

Your sincerely

Mark Bonnici  
College Principal

