

EDUCATION CONTINUITY PLAN

PARENT INFORMATION



**MAZENOD
COLLEGE**

The COVID-19 pandemic has presented school systems with an unprecedented challenge. A key element of this challenge is the possibility of schools moving to an online environment for class groups or individuals unable to attend on campus as they have been identified under the School Operating Guidelines High Caseload Level 1.

OUR POSITION

It is the position of Mazenod College that in the event of online learning, classes will continue for our students using their school devices. The use of school facilities to deliver this learning will depend upon directives from government authorities and the state health department.

IF YOUR SON HAS BEEN IDENTIFIED AS A CLOSE CONTACT OR RECEIVED A CONFIRMED COVID-19 POSITIVE TEST

If your son or a family member are considered close contacts or are being tested for COVID-19, please email this information to Principal Andrew Watson directly on the following email:

principall@mazenod.wa.edu.au

RETURN OF STUDENTS TO FACE TO FACE LEARNING AFTER BEING IDENTIFIED AS A CLOSE CONTACT OR A CONFIRMED COVID-19 POSITIVE TEST

For your son/s to return to the College to engage in face to face learning, you are required to send in proof of a negative test or a Statutory Declaration. This can be done via the College website under the COVID-19 tab using the Self-Reporting Form.

LESSON STRUCTURE

The teacher will be present online for the lesson and be available to respond to questions via Teams.

Students will generally complete their work in OneNote. For some lessons, it might be necessary that students photograph their progress and copy it to their OneNote at the end of the lesson.

All lessons will be designed around the following parameters:

1. The lessons will be in OneNote
- 2..The teacher will begin the lesson in Teams
3. Student can post questions via Teams.

The School Day Timetable in the event of the whole school movement to an Online Environment

Form: 8:30 - 8:45

Period 1: 8:50 - 9:20

Period 2: 9:25 - 9:55

Recess: 10:00- 10:20

Period 3: 10:20 - 10:50

Period 4: 10:55- 11:25

Period 5: 11:30 - 12:00

Lunch: 12:00-12:30

Period 6: 12:30-1:00

Study: 1:00 - 3:15

Students complete work started in morning lessons. Staff prepare for following day or may conduct online tutorials with students and offer support to small groups. This time is part of the working day, and the expectation is that you will be available to meet online with HOLAs, students and colleagues.

IT SUPPORT

If your sons require IT support please contact itsupport@mazenod.wa.edu.au

TEAMS PROTOCOLS



Camera

Students are to have cameras on to begin a Teams meeting with a blurred background.



Microphones

Students are to have their microphones off unless they have been asked to speak.



Recording

Students will be informed that they are being recorded and these Teams meetings can be retrieved.



Chat or Hands up

Your teacher will either use class the Teams' chat or the hand raise system.



Channels

Channels (General, Attendance and Questions) will be used in the Team.

Scenarios: Close Contacts



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1

Where a whole year group or a class are identified as a close contact or COVID-19 positive case:

If a whole class or year group are identified as close contacts or if confirmed as COVID-19 positive cases, teachers will switch to online learning. Teachers will follow the school day timetable and lessons will be provided through Teams and OneNote.

2

Small numbers of students are identified as a close contact or confirmed COVID-19 positive case (Year 7-10):

Students will work via OneNote. Heads of Year will complete check-in calls.

3

Small numbers of students are identified as a close contact or confirmed COVID-19 positive case (Years 11 & 12 GENERAL AND ATAR STUDENTS):

Teachers will be required to turn on Teams and their microphone during the timetabled period so that students off campus can follow the lesson. Practical lessons are not required to follow this protocol, unless it is deemed practicable ie: Drama and Music

FAQs

1

What if my son misses lessons and they have NOT been identified as a close contact or confirmed COVID-19 positive case?

Students are to follow the current school policies of using OneNote to complete lessons and email their teachers if they have questions.

2

What if my son misses an assessment as they have been identified as a close contact or confirmed COVID-19 positive case (Year 7-10)?

Students who miss assessments due to being identified under the School Operating Guidelines High Caseload Level 1 will receive a N/A for the missed assessment.

3

What if my son misses an assessment in Year 11/12 as they have been identified as a close contact or confirmed COVID-19 positive case?

Students in Year 11 & 12 who miss assessments due to being identified under the School Operating Guidelines High Caseload Level 1 will receive a standardised score for the assessment.

