

15 April 2020



Dear Parents and Caregivers of Prep – Year 6 Students

We hope this email finds your family keeping well and you are ready to embrace the new adventure of Distance Learning as a family. From Monday 20 April 2020, St Paul's students will be moving to a Distance Learning model **for the first five weeks of Term 2**. During this period, all students who are able to learn from home should do so.

Who is responsible for ensuring that my child/children learn at home?

Government Guidelines state, "Where the student is learning at home, the parent or carer is responsible for the student's safety and wellbeing at home or elsewhere."

Advice regarding the model of learning for the remainder of the term will be provided by St Paul's by mid May 2020.

How often will my child be assigned learning tasks?

Each day at 8:30am, you will receive a See Saw notification with your child's daily plan attached. This daily plan will be no more than an A4 page and is designed to be a 'Learning Placemat' (i.e. a daily learning plan). If you have a printer you may wish to print out the Learning Placemat for your child to refer back to as they work, or your child can use their iPad to see what tasks need to be completed.

Prep families will get their Learning Placemat delivered to the registered See Saw account of the parent.

What will a typical day 'look like'?

During this changing time for students and parents it is important that your child's physical and emotional wellbeing are looked after. Daily physical activities, a schedule that works well for your family and your child, and planned breaks from learning will all be of great benefit to your child.






For Prep students, a typical day can start from 8:30am, when you receive your child's learning program for the day. The items in your pack included a range of booklets that cover a wide range of skills including Literacy skills, Numeracy skills, fine motor and gross motor skills.

For students in Years 1-6, a typical day can start from 8:30am, when you receive your child's learning program. A sample daily plan in Years 1-6 will include: Literacy tasks, Numeracy tasks, an Inquiry task and a Specialist lesson activity. Once a week there will also be a time allocated to a 'Passion Project'.

../2



Here is what a sample daily plan might look like:

Monday - 16/3/2020 	
Year 2 Learning Tasks	
<p style="text-align: center;">English</p> <ul style="list-style-type: none"> • 15 mins Read to Self • Design a playground for you and your friends to play in. Label your playground using your own writing and words. • 10 mins Spelling City • 10 mins Wushka (Listen to Reading) 	<p style="text-align: center;">Maths</p> <ul style="list-style-type: none"> • 15 mins Think Mentals • 15 mins Shark Numbers – Ordering 0-50 • 15 mins iMaths – 100 Board • Find 30 objects around your home. Sort the objects into 2 groups and take a photo of them to upload to See Saw. 
<p style="text-align: center;">Inquiry</p> <p>Use Google Earth (https://www.google.com/earth/) to find these places around Caboolture:</p> <ul style="list-style-type: none"> • St Paul's (our school!) • Your house • Caboolture Hub • Caboolture Showgrounds • Caboolture Historical Village  <p>Draw a picture of your home and upload it to See Saw.</p>	<p style="text-align: center;">Specialists</p> 

What will a typical week 'look like'?

Over a week your child will be engaged in a range of learning tasks.

In Literacy, a week of learning will consist of:

- Daily Read to Self.
- Daily writing tasks (there may be a particular focus area that your child will be learning throughout the term).
- Mini lessons throughout the week in grammar, punctuation, phonics and spelling.

In Numeracy, a week of learning will consist of:

- A Maths concept that is investigated in different ways throughout the week.
- Daily number activities to reinforce skills in counting, ordering numbers, place value, multiplication, division, and more.

Specialists will develop tasks once a week for each student. Each day there will be a new Specialist activity to complete, designed by the Specialist teachers specifically for the students in each year level:

- Monday – PE (Mrs Jess Schnieder)
- Tuesday – Japanese (Mrs Amanda Walker and Mrs Amanda Miller)
- Wednesday – Music (Miss Brooke Herbert)
- Thursday – Inquiry Skills (Mrs Danielle Morris)

Each Friday, your child will be given time to pursue something that is of personal interest to them. We are calling this project a 'Passion Project'. Students will communicate with their teacher to receive approval before commencing on their chosen task. Students might like to continue to learn their instrument, learn how to make something, research something of interest to them, learn how to cook a new meal each week, etc.

When do I need to open my emergency pack?

The items inside of your pack are intended to be opened when Distance Learning commences. Please wait for your child's teacher to instruct you about when to open this pack. Inside the pack there is an emergency 10 day plan, should you experience internet connectivity issues at any stage of the Distance Learning process. This 10 day plan is not necessarily designed to be followed every day once you start it, rather it is designed for you to use (in order) as needed. For example, if your internet is not working on Monday of Week 2, use your Day 1 plan. If you are experiencing internet issues on Wednesday and Thursday of Week 3, use Day 2 and 3 plans.

How often will I need to upload work via See Saw?

Your child is already quite familiar with using See Saw and has already used the program for both Home Learning and during class time. **Each day on the daily learning placemat there will be items that are presented in bold font. These items require your child to upload them to See Saw by 7:00am the next morning** and they will instruct your child to use either a photo, video or voice recording.

Teachers will closely monitor your child's learning progress, therefore it is essential that you uploaded the required daily tasks. As a school we will keep track of the daily work samples to monitor student learning and engagement.

How will my child's teacher communicate with them?

Your child's teacher will receive your child's required learning tasks each day and will respond to your child within a 24hour time period. See Saw will be the main communication tool used between teacher and student. We are so blessed to have technology that allows us to record our faces, voices and to take photos and See Saw allows us to do all of this to stay connected. From time to time, your child may meet in a small group with their teacher to have a discussion through an app called 'Teams'. All that is required for your child to be part of a Teams call is for them to have their iPad charged and unlocked at the time of the scheduled call. The teacher will then call the child at a pre-scheduled time.

How will I communicate with my child's teacher?

You may continue to use See Saw as a communication tool. Emails to your child's teacher are also fine (please email both teachers if you choose to use this form of communication). If your child's teacher needs to call you regarding a matter, they will set up a scheduled time with you. All that is required for you to be part of a Teams call is for them to have their iPad charged and unlocked at the time of the scheduled call. The teacher will then call you, via your child's iPad at a pre-scheduled time.

What support will there be for the wellbeing of my child and for us as a family?

St Paul's prides itself on being a community that cares for each other. Your wellbeing has been at the forefront of our thinking when we have planned for Distance Learning. If you, or your child, need to chat to someone for pastoral support, please contact your child's teacher and they will arrange for Chappy Teneille, Pastor Mike (our St Paul's Pastor) or Pastor Will Smith (from Connect Church) to get in contact with you.

As well as providing Pastoral support, we have come up with some ways to reach out to you, our community and to help kids feel connected while learning via distance learning. Each member of the teaching staff has selected their favourite book and we have recorded them reading this book for your child to watch. These videos will be released via See Saw and Facebook for you and your family to watch.

We have developed a devotional program and you will also see us using a range of ways to communicate words, stories and lessons from the Bible. The daily devotions program will be released daily on Facebook, with Pastor Mike bringing the Chapel message on Wednesdays.

Who do I contact if I am having technical issues?

Mrs Peta Hare will be available from 9:00am-1:00pm Monday-Wednesday and from 9:00am-12:00pm on Thursday and Friday for iPad support.

Please email: ipadadmin@stpaulslps.onmicrosoft.com and Peta will get back to you as soon as she is able to.

What hours of the day will teachers be available to answer questions and support me and my child?

Teachers will be available to speak with you from 8:30am-3:00pm (as per normal school hours). They will be available during this time to support you and help you with any concerns. They care deeply about supporting your child and their learning and will do all they can to respond to you and help you as soon as possible. Please use See Saw as the primary communication tool, but if you have tried this method and have not received a response in a necessary timeframe, do not hesitate to call the school office on 5495 5899.

Who can come to school?

Children of **essential workers** may come to school on days **when they are not able to be supervised at home and no other arrangements can be made** (as per Government regulations). Essential worker means any worker who must continue to **attend their workplace** for essential business during this time.

Students will be supervised to work under the care of Teachers and Learning Assistants to engage in the Distance Learning program. **If you fall under the essential workers category, it is essential that you access Parent Lounge from Wednesday at 3:00pm until 3:00pm each Friday, indicating which days your child/ren will be attending the following week.** Should your work roster change, please contact the school office on:

PH: 5495 5899 or E: reception@stpaulslps.qld.edu.au

Unwell students are not to attend the school site. We ask all families **not to send a student who has any signs of being unwell to school**, as this could compromise the health of both students and staff within the school.

Students attending school will wear their Sports Uniform on every day that they are in attendance.

What will be the procedure for dropping off and picking up my children when they come to school?

All students need to be dropped off in the 'Drop Off Zone' and will walk to the Senior and Junior Undercover areas to be supervised between 8:00am–8:20am. At pick up time, all students will move to the 'Pick Up Zone' and will be supervised while parents use the 'Pick Up Zone' to collect their children between 3:00pm–3:30pm **(please see attached 'Drop Off/Pick Up Zone' Guidelines).**

Students catching buses will catch as usual from the undercover area and supervision will be provided for these students in this area. Students who attend OSHC will attend as normal before and after school.

Will the Tuckshop be open?

Yes, the Tuckshop will be open **only on a Wednesday** for both **Morning Tea and Lunch orders. Tuckshop orders need to be made via Flexischools by 9:00am on a Tuesday.**

We have worked hard to develop a learning program that will be rigorous, engaging and meaningful. That said, we absolutely expect that there will be teething problems under these unprecedented circumstances. We expect families may experience challenges transitioning to an online model. We expect that, despite staff's sincerest efforts to create something that has not been created before, there may be aspects of the program that require fine tuning or complete readjustment. Nonetheless, our goal is to support every family through this transition, and we seek your continued patience and understanding as we troubleshoot when expected and unexpected challenges arise. We are all on this journey together.

If you have any further questions, please do not hesitate to contact your child's classroom teacher via See Saw or email **(please see attached list)** or contact:

E: reception@stpaulslps.qld.edu.au

[P.S. Please look out for our weekly interactive video newsletter and joke of the week, which will be released on Tuesdays at 3:00pm.](#)

May God's blessings be with you and your family.

Yours sincerely

Anton Prinsloo
Principal

Lois Kube
Deputy Principal

Emma Bird
Head of Teaching and Learning

ST PAUL'S LUTHERAN PRIMARY SCHOOL TEACHER EMAIL ADDRESSES

Prep	
Joyce Kapinga	jkapinga@stpaulslps.qld.edu.au
Kat Crispe	kcrispe@stpaulslps.qld.edu.au
Year 1	
Merle Schrodter	mschrodter@stpaulslps.qld.edu.au
Ruth Byers	rbyers@stpaulslps.qld.edu.au
Year 2	
Cathy Henderson	chenderson@stpaulslps.qld.edu.au
Jenelle Cross	jcross@stpaulslps.qld.edu.au
Year 3	
Marnie Ferguson	mferguson@stpaulslps.qld.edu.au
John Smith	jsmith@stpaulslps.qld.edu.au
Year 4	
Ray Bellert	rbellert@stpaulslps.qld.edu.au
Lynda Witham	lwitham@stpaulslps.qld.edu.au
Year 5	
Becky Farrell	bfarrell@stpaulslps.qld.edu.au
Matt Nicholls	mnicholls@stpaulslps.qld.edu.au
Year 6	
Dom Riley	driley@stpaulslps.qld.edu.au
Julia Bowman	jbowman@stpaulslps.qld.edu.au
Deborah Cottrell	dcottrell@stpaulslps.qld.edu.au
PE	
Jess Schneider	jgall@stpaulslps.qld.edu.au
JAPANESE	
Amanda Walker (Prep – Year 3)	awalker@stpaulslps.qld.edu.au
Amanda Miller (Years 4 – 6)	amiller@stpaulslps.qld.edu.au
MUSIC	
Brooke Herbert	bherbert@stpaulslps.qld.edu.au
INQUIRY SKILLS	
Danielle Morris	dmorris@stpaulslps.qld.edu.au