



Preparatory School Parent Guidelines ELC to Year 6

1

Establish routines and expectations.

From the first day of school closure, your child/ren should begin their school day at 8:25am (K – 6) and 9am (ELC) and it is encouraged that you maintain regular routines as far as possible. Consider packing a normal school lunch box and getting your child dressed in smart 'work' clothes, or even school uniform. It is important that parents and carers set the expectations for how students will spend their days starting as soon as Distance Learning is implemented.

The School's Acceptable Use of ICT Policy and all other school policies apply at all times during Distance Learning.

2

Define the physical space for the student's study.

We encourage families to establish a space/ location where students will learn most of the time. It should be a place that can be quiet, if possible. This space should be in a location where device use can be monitored by an adult.

3

Communications from students' teachers.

Teachers will communicate with parents through email, when and as necessary. The frequency and detail of these communications will be determined by the students' ages, maturity and their degree of independence. Parents are asked to be proactive in communication with the School.

4

Begin and end each day with a check-in.

Preparatory School students will start the day with a welcome and outline of the day's activities from their teacher. Instructions for how to check-in with teachers will be communicated via the class Lampada page. In this environment of learning we encourage parents to establish check-ins with their children at regular times during the day. The frequency of these check-ins will be determined by the age of the child/ren.



Preparatory School Parent Guidelines (Cont.)

5

Encourage physical activity and/or exercise.

Make sure students remember to move and exercise. This is vitally important to their health, wellbeing, and to their learning. Establish recess and lunch breaks at home, as these are important times in the school day for movement, play and to be off screens.

6

Remain mindful of students' stress or worry.

As a result of the change in the students' routine and the absence of the safety net of school, some students may experience increased levels of worry. If so, we encourage parents to use the contacts below to seek help.

7

Look for creative ways to keep your child/ren social.

If Shore implements Distance Learning, children will react differently. Many will find the change hard and start missing their friends, classmates and teachers. Please help your child maintain contact with friends and see them in person if circumstances permit. Preparatory School students should not be interacting on social media platforms.

Where to get help

For questions about...	Contact
A piece of work, resource, Distance Learning activities or class	Email class teacher or use the class Lampada page.
A technology-related question or issue	9956 1197 ictrequest@shore.nsw.edu.au
A pastoral, academic or social concern	Preparatory School – Email class teacher or one of the contacts below.
Other issues related to distance learning	<p>Preparatory 3-6 Deputy Head Preparatory School North Sydney (Adam Larby) alarby@shore.nsw.edu.au</p> <p>Preparatory K, 1, 2 Deputy Head Preparatory School Northbridge (Natasha Mitchell) nmitchell@shore.nsw.edu.au</p> <p>Early Learning Centre Director, Northbridge (Michelle Thompson) mthompson@shore.nsw.edu.au</p> <p>Preparatory School Counsellor Ms Shelly Acland sacland@shore.nsw.edu.au</p>