



17 March 2020

Dear Parents and Guardians

## RE: Oakleigh Grammar Moves to Remote Learning

As you will be aware there have been many evolving developments in Australia to attempt to limit the impacts of the Coronavirus (COVID-19). Oakleigh Grammar has continued to monitor the situation in consultation with our Emergency Response Committee. I have regularly communicated with you on the School's position and our cautious approach in managing this issue.

Our community's wellbeing and our student's learning continue to be at the core of every decision we make. Whilst at this stage, there are no reported cases of COVID-19 in the School, we acknowledge that there are growing concerns amongst our community resulting in an increasing number of student absences.

We have therefore come to the decision to deliver our whole school teaching and learning remotely commencing Monday 23 March 2020. Unless the School is forced to close beforehand, students will continue to have their lessons at School for the remainder of this week. This means that all students will remain at home from Monday 23 March until Tuesday 21 April which incorporates the regular scheduled school holidays, including an extra 2 days between the Western and Orthodox Easter breaks. Remote teaching and learning will be delivered as per our School calendar up until the scheduled end of Term 1.

### Remote Learning Overview and Key Dates

- Face-to-face teaching will be suspended from the end of classes this Friday 20 March.
- At this stage we plan to re-commence face-to-face teaching Tuesday 21 April
- Remote Learning will commence on Monday 23 March at 8:45am and conclude at 3:15pm on Friday 27 March
- Students are not to return to School between the Western and Orthodox Easter breaks on 15 and 16 April

### What is Remote Learning?

- Remote Learning occurs when the learner and instructor, or source of information, are separated by distance and therefore cannot meet in a traditional classroom setting. Information is transmitted via technology such as email, discussion boards, video conference and audio bridge so that no physical presence in the classroom is required



### OAKLEIGH GRAMMAR

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### Remote Learning Instructions

- Remote Learning Plans will be reviewed and discussed with students over the coming days so that they clearly understand what is required
- A consistent message that learning as a priority, along with routine and structure, will be strongly encouraged during remote learning days
- Guidelines and plans will be shared with our families to ensure everybody is informed
- Remote Learning Plans will be available from Monday 23 March – they will not be available any earlier than this date

We are conscious that many of our parents will need time to adjust to different working and supervision arrangements next week. We trust that this early advice will assist you in preparing for this.

All of our staff will be attending School next week working with colleagues to deliver our remote learning activities and to engage online where appropriate with our students.

### Prep – Year 11 students

Remote Learning Plans for Prep – Year 11 students will be provided to students and parents by Monday 23 March. These will be age-appropriate tasks that will be able to be undertaken by the students at home. A guided timetable will also be provided. With the term two timetable in operation for Middle and Senior School, students will have the ability to access each of their teachers online as per their timetable e.g. if they have Maths in Period 2 on Wednesday their teacher will be available online for them from 9:45am when that period commences.

### VCE Units 3-4 students

A separate communication from the Head of Senior School will outline a timetable for designated remote online classes with VCE student's teachers. It is expected that all Unit 3-4 students participate in these classes. School holiday classes will be conducted in the same format.

### Arrowsmith

Guidelines have been created to accommodate the continuation of exercises for students to work on independently at home via their 'Arrowsmith Pack' including MSS worksheets, a Journal Booklet and the URL for the Arrowsmith Student Portal allowing students to log-in to complete their tasks. Students will be able to spend the full week on their current levels allowing them to be continually stimulated at an appropriate level. For further details please contact Head of Arrowsmith, Wayne Stagg on [wstagg@oakleighgrammar.vic.edu.au](mailto:wstagg@oakleighgrammar.vic.edu.au)



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## ELC

I confirm that formal classes for ELC will conclude on Friday 20 March. ELC staff will provide suggestions for families for potential activities that can be explored with their children using items that people may have at home. These suggestions have been tailored to support the ongoing development of skills and interests that each class have been working on this term. Our upcoming Holiday Program will not be offered during the holiday break. For further details please contact Head of ELC, Sarah Boardman on [sboardman@oakleighgrammar.vic.edu.au](mailto:sboardman@oakleighgrammar.vic.edu.au)

**I strongly encourage your parental support to reinforce our consistent message that, together with our commitment to our community's welfare, our student teaching and learning is at the core of all that we do. The success of our Remote Learning Plan lies within our partnership with you.**

### Continuing Updates from the School

I will continue to communicate with parents as and when required, in the meantime I encourage you to regularly check our COVID-19 tab on our School Website for ongoing updates <https://www.oakleighgrammar.vic.edu.au/covid-19/>

Finally, I wish to praise all the members of our community who have shown care, kindness and compassion to each other. We may not all share the same opinions or have the same perspectives, however when we value and respect each other, and are mindful of the human effect, it models our 2020 theme and we shine brighter than before.

Thank you for your ongoing support of all the difficult decisions our School has made to maintain as much stability as possible during this challenging time in the World.

Yours Sincerely



Mark Robertson

**Principal**

B Ed, M Ed St, AMACEL, MACE, AFAIM, MAICD



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