



CRANBOURNE
SECONDARY COLLEGE

A day in the life of remote learning

1. WE GET READY FOR SCHOOL EACH MORNING

It's important you follow your normal morning routine and get ready for school each day. Make sure you wear comfortable and appropriate clothing. Eating a healthy breakfast will prepare your brain to start the school day. If you are unwell ask your parent/guardian to log your absence on Compass.

2. WE SET UP OUR REMOTE LEARNING SPACE

When learning remotely you will need to find a suitable desk/table. Your learning space should be well lit, quiet and free of distractions. Ensure you have all of your required equipment and materials with you such as your netbook, workbooks, pens and headphones.

VIDEO CLIP

3. WE CHECK IN WITH OUR PASTORAL CARE TEACHER DURING FORM ASSEMBLY

We check in with our pastoral care teacher, via Teams, during form assembly between 8.48-9.00am. Reply to their morning post to ensure you are marked as present for the day. Read any important messages for the day that your teacher posts.

VIDEO CLIP

4. WE FOLLOW OUR COMPASS TIMETABLE

We try to complete each lesson during the timetabled period on Compass. In between each lesson and at recess and lunch we take short rest breaks, eat healthy food and move away from our learning space like we would at school. At the end of the school day remember to write any homework that you may need to complete in your student diary.

VIDEO CLIP

5. WE COMPLETE AND SUBMIT OUR LEARNING TASKS ON TIME

For each lesson on our timetable we read the lesson plan and then click on the learning task tab. Your teacher may direct you to Teams or request you to continue work on Compass. Where possible try to complete the work from that subject in that lesson. We check the due date of each learning task and make sure we submit our work online on time.

6. WE ASK FOR HELP WHEN NEEDED DURING SCHOOL HOURS

We ask for help from our teacher during school hours. We ask our questions on Teams or via the Compass conversation feature. Be patient, your teacher will endeavour to answer your question during the current lesson or in your next scheduled class.

VIDEO CLIP
TEAMS

VIDEO CLIP
COMPASS

7. WE THINK BEFORE SPEAKING WRITING AND GESTURING

It's important to remember the online classroom is very similar to a real classroom. Online we make sure our written words, images, GIFs, emojis and profile pictures are True, Honest, Inspiring, Necessary and Kind. If you come across anything that is unkind make sure you email your teacher with your concern.

DOCUMENT

8. WE FOLLOW OUR HEALTH AND WELLBEING MATRIX

See the Wellbeing Teams top ten tips for being healthy and happy whilst remote learning.

9. WE FOLLOW OUR SLEEP ROUTINE

Adolescents need 8 – 9 hours sleep each night. To achieve this, it is important that you turn screens off at least half an hour before bed and follow the same routine to get ready for bed. Always try to fall asleep and wake up at the same time each day.

At Cranbourne Secondary College we are **safe, respectful** and **responsible** learners.