



# Sacred Heart Catholic Primary School Diamond Creek

## Sacred Heart Newsletter

View the Newsletter online: <https://www.shdiamondcreek.catholic.edu.au/newsletters-forms/>

Newsletter No 1 Term 3  
17 July 2020

### ***What's on at Sacred Heart***

**Mon 20 Jul**

Start of Term 3 - Remote Education 2.0

Click on this link to view the school calendar: <https://www.shdiamondcreek.catholic.edu.au/calendar/>

Dear Sacred Heart Families and Friends,

We hope you all managed to have a safe, happy break and managed to catch up with some friends before the restrictions were put in place again. Remote Learning 2.0, we did a great job last time as a community so let's do it again! This is a time to remember that all the members of the community, students, parents, carers and staff, did an amazing job, our students transitioned back to school so easily last time and their learning continued throughout the entire time. Our kids are resilient and adaptable to change - something we should celebrate during these unique and challenging times. Please reach out to your child's classroom teacher or either of us if there are any concerns, especially in regards to the wellbeing of each child. We do not want this period to be one that is so stressful it impacts on the wellbeing of students and families.

Once again we are incredibly proud of the way our staff have taken on this second massive challenge. To see the way that our staff have supported each other and how they give so much time is amazing, and accepting so many challenges gives us great confidence for the journey ahead. We know that students and families will also do their best to adapt back into this way of learning and acknowledge, the importance of the partnership between students, their parents and their teachers. We are mindful of the demands being placed on families at present. On behalf of all staff, we wish you and your family good health and thank you for your continued support of your child's education during these unprecedented times. Our prayers and thoughts are with all our families but especially those doing it tough whether this be financially, emotionally, or health wise. Take care of yourselves and your families.

#### **Phone Calls:**

In line with Catholic Education Melbourne guidelines, staff have been advised to use 'No Caller ID' when phoning parents via their mobile phones. Under normal circumstances, staff would be using school phones to contact parents. As you can imagine, there are privacy issues related to the school requiring staff to use their personal mobile phones to contact parents, which is necessary in the current circumstances. We have started to contact families. If at any stage you would like to discuss a concern or ask a question, please do not hesitate to email the staff member and ask them to give you a call. It is imperative during this time that communication between school and home is open and honest in order to cater for the varying degrees of learning and external pressures.

This week we have made contact or left messages with each family. These phone calls are simply to check in to ensure all families are supported and ready to dive into Remote Learning 2.0. All families should have received correspondence in regards to supervision, loaning of chrome books and package pickups. We have kept a similar structure to last time as the overwhelming feedback was positive. We did take on board feedback from the community and have made a few changes including embedding the specialist program into the day. If your child normally, if at school, would have a specialist on a specific day this will now be included in the weekly timetable on that particular day. This may make the day look longer - it is not, we have just integrated specialist programs into the day rather than leaving them until the end of the day. Feedback also suggested a greater opportunity for student voice. Your child will be allocated to a small group of around 3-6 students and will be allocated one day a week to meet in the afternoon with those students and the class teacher. This will be a wellbeing check in. It should enable the students to have a voice if they are unsure of anything but also enable the staff to connect with each child in a smaller, less pressured situation.

### **Learning Conversations and Reports:**

We will have learning conversations in Week 3, this is an opportunity for parents to catch up with staff in regards to the report which will be available Monday 27<sup>th</sup> July. Staff will not be contacting parents unless there is a concern, however we encourage families if they would like to discuss anything with the class teachers to send an email and they will make contact.

### **Morning Meets:**

Reminder also that the morning meets are important for the students to stay connected with the school and their peers. If your child misses the morning meet they are marked absent, so if for any reason they miss the meet but are participating in work throughout the day please email the teacher to let them know. If you know your child is going to miss a day please also let the teacher know.

### **Protocols when on Line:**

Below are the protocols when on line. It is often a great idea for the students to have headphones to cut out distractions and it is imperative that an adult is in close proximity when students are in Google Meets. This does not require you to be part of the Meet but rather in the vicinity. Please allow the students independence when online and doing activities – just be there as a support for them.



### **Google Classroom Rules:**

1. When you come into our Google Meets, turn your microphone off, unless the teacher has asked you to put yours on!
2. Remember that other people read your comments. - Your teachers, Mr. O'Sullivan, and your parents and friends. Does it make sense? Is it kind? Is it relevant? Is it respectful?
3. Use full sentences and full words, no abbreviations /acronyms/ initials. For example; lol, IDK, ttyl.
4. Only upload videos/photos that your teacher has asked you to and your parents have approved.
5. One emoji per comment (if adding an emoji is appropriate).
6. Comments or questions are always school related.
7. Be sensible and safe online just as you would in the classroom – once something is uploaded it cannot be taken back and holds a digital footprint forever.
8. The only form of communication between peers should be about school topics and classwork. This includes chatting during learning time. If you want to chat with your friends, maybe ask your parents if you can set up a supervised FaceTime or chat after school hours.

### **Protocols for Remote Learning:**

The following protocols are put in place to set the students up for success in Remote Education (included is a poster explaining these):

- In accordance with Child Safe Standards students are required to be in an area conducive to learning that still is within range of adult supervision and support.
- A weekly overview will be provided at the beginning of each week to assist with planning and organisation.
- Students must not be on any other device during learning time.
- Students are expected to follow appropriate protocols for Meets. These include
  - Being on 'mute' when the teacher asks and following all teacher instructions.
  - It is necessary to be on time and prepared for Meets.
  - Students are encouraged to be at a desk or table (not in a bed) and dressed appropriately.
  - Only discussing school related topics during Meets. It is not appropriate to use Meets to arrange times for social catch ups.
- Students are expected to submit work that is completed to the best of their ability. Work will be assessed in the same manner as it would be looked at when at school.
- We will endeavour to provide meaningful and constructive feedback as appropriate to the task. Students are expected to read the feedback and adjust their work if required.
- When unsure of what is required in a task, we ask that students apply the '3 Before Me' rule:
  - Re-read the task instructions and watch any videos that have been provided.
  - Ask for clarification from a peer or sibling.
  - Ask an adult for clarification if they are available.
  - Email the teacher for assistance.
- The best way to ask for support from your teachers is via email. Please be mindful that for the best way to receive a prompt response is to email the appropriate teacher. For example, if the query is for a specialist subject it is necessary to email the specialist teacher directly. This also applies when another teacher works on specific days.

### **Prep 2021:**

We have had a number of prospective families come to visit the school. In the current climate school tours are difficult to take place physically but we ask anyone who knows of families looking for a Primary School that we have a great Website now that has virtual tours for the families. If any parents know of families who have a child ready to start school next year, please let them know about this and if any of our families have students ready to start school in 2021 please ensure you complete an enrolment form and return it to the office ASAP. Prospective families can contact the school if they would like a tour and we can organise these if necessary following all protocols.

### **Wellbeing:**

If there are any concerns regarding the wellbeing of your child please contact the class teacher or Gina [gmurphy@shdiamondcreek.catholic.edu.au](mailto:gmurphy@shdiamondcreek.catholic.edu.au) to discuss this further.

Thanks,

Jim & Gina

# Sacred Heart Primary School

## REMOTE LEARNING PROTOCOLS



### MEETS

You must not be on any other device during Meets.

You are expected to follow appropriate protocol for Meets. These include

- Being on 'mute' when the teacher asks and following all teacher instructions.
- It is necessary to be on time and prepared for Meets.
- Only discussing school related topics during Meets.

It is not appropriate to use Meets to arrange times for social catch ups.

### DRESS

Please make sure you are dressed appropriately in neat casual dress when online especially in a Meet.

### LOCATION

When conferencing or working online you **MUST** be in a public area in the house where you can be heard by an adult.

If you meet one on one with a staff member an adult **MUST** be in the area and be able to monitor the conversation.

In accordance with Child Safe Standards students are required to be in an area conducive to learning that still is within range of adult supervision and support.

### COMMUNICATION

You are expected to submit work that is completed to the best of your ability.

Work will be assessed in the same manner as it would be looked at when at school.

Teachers will endeavour to provide meaningful and constructive feedback as appropriate to the task. You are expected to read the feedback and adjust your work if required.

Please let your teacher know if you are finding work difficult or if you have any questions via email.

### ATTENDANCE

You are expected to join all required Meets especially morning Meets as this is when activities are discussed and attendance is recorded. If you are not at the Meet you will be recorded as absent.

If you are unwell or unable to take part in online meets or set activities please email your teacher.



## News from the Office

### **MILO TINS WANTED**

Suzie is seeking empty milo tins for the students' art project later this year. If you have any medium sized (395-460g) tins and are driving by the school, please drop them in at the front office.

### **ICON MIGRATION**

Some of you may be aware that since last term, I have been working on migrating our current financial and administration systems to the new Catholic Education Integrated Catholic Online Network (ICON). This is a state-wide initiative to ensure that every student in Victorian Catholic schools has access to the same educational, administration, planning and reporting resources and technologies. Additionally, the ICON technology platform will provide new ways of working for schools that optimise student learning and school administration.

The process is now complete with ongoing training for all staff as we begin to use the system and introduce new modules in the future.

At this stage, the only change parents' can expect to see is a differently formatted Fee Account Statement. All financial data has been migrated across to ICON, so your previous fees & levies history will appear a 'balance brought forward' on your new statement. Any transactions, such as Direct Deposits made after the 29<sup>th</sup> May, will appear on your new statement. Your fees account number has also changed – it is now a 5 digit number.

Fee statements will be sent to all families next week. For those families that do not have a direct debit/payment arrangement in place, the 3<sup>rd</sup> fees instalment of \$1105.00 is due by the 24<sup>th</sup> July 2020.

Please do not hesitate to call the office if you have any questions.

Thank you,

Allison

**Sacred Heart  
Catholic School**  
*Enrolments Open Now*  
**Building Relationships**

**SCHOOL TOURS NOW OPEN**  
Any day by appointment—please contact the office  
**VIRTUAL TOURS**  
Visit our Website  
**PRE PREP PROGRAM**  
Once a week, running for six weeks in Term 3 & 4  
**ORIENTATION SESSIONS**  
Four Orientation sessions late in Term 4

100pm St. Diamond Creek | office@stdiamondcreek.catholic.edu.au  
www.stdiamondcreek.catholic.edu.au | 9488 0330

# Community News



Hi all,

BMX and Mountain bike riding is a much loved and rapidly growing area of interest for people across a range of ages, skill level, gender and background in Nillumbik. BMX challenges you physically and mentally, it provides adventure, stress relief, problem solving, street smarts, resilience, independence and creativity.

Nillumbik Shire Council Youth Development team are committed to working with the community to determine the broader need for an additional BMX/pump track facility within the municipality as we recognise the importance of these types of facilities to allow our community to be active and healthy.

We would love to hear from Sacred Heart students about what makes BMX special, how we can create jumps and tracks that will be used, and to help us find a location that works for best you!

We would appreciate if you could share the below survey with your relevant networks to ensure we hear from as many voices within our community as possible.

Students and teachers can have their say now at <https://participate.nillumbik.vic.gov.au/bmx> or contact [youth@nillumbik.vic.gov.au](mailto:youth@nillumbik.vic.gov.au) for more information and to get involved with this exciting project.

Kindest Regards,

**Nicola Clutton**  
Youth Development Officer  
Community Services