

Video Classrooms – Information for Students and Parents



Students are now in an environment where learning is being primarily completed in an online environment. The majority of online learning is being completed through Hapara and gmail. Video usage has for the most part been pre-recorded and uploaded by teachers to be watched in conjunction with other material.

Whether you are onsite or at home there may be a need to participate in a video based lesson. There has been a move to increase video usage in a live format by teachers. The following is designed to make expectations of students inside live video classrooms clear.

This is also a new format for teachers, so we are learning the best way to include this in our curriculum delivery and the best way to organise the live sessions. Video lessons are there to support students and it is expected that all the general rules that make classrooms productive learning environments will occur online.

There are a number of things that students can do to make their online experience and that of all other participants successful.

Making an online classroom successful

Expectation	Reason/Purpose
Be on time	<ul style="list-style-type: none">• Students will not miss any of the work covered• The teacher will not have to take time from other students covering material more than once
Dress Appropriately	<ul style="list-style-type: none">• Students are still at school (dress in a way that is at a comparable standard)• Everyone is to respect the classroom as a formal place of learning
Sit in an appropriate location	<ul style="list-style-type: none">• Your background must be neutral and not have items visible that may offend other people. It is a formal classroom in this form of learning• You must be sitting in a position that mimics a classroom – at a desk/table, not in a place where personal items are visible and not totally isolated where you have no support
Single Device and Single Purpose	<ul style="list-style-type: none">• Only use your laptop during the lesson• Turn off/remove all other devices to eliminate distractions as this will remove any temptation to be involved in an alternative conversation (eg chat) or view any material that is not relevant for the lesson
Prepare your Device	<ul style="list-style-type: none">• If students know what they will be doing only have open programs or tabs that will assist during the lesson
Invitation to Participate	<ul style="list-style-type: none">• Students will be invited to participate in a lesson through their Department email. They will be permitted to enter once the teacher sees a confirmation that the invitation has been accepted
When entering the classroom	<ul style="list-style-type: none">• Students will be placed in a waiting room (which is like lining up outside the room). Entry then occurs as per normal – quietly and respectful of the formal environment• The teacher will then give instructions to commence the lesson
During the Lesson	<ul style="list-style-type: none">• The teacher will control the participation of students as they would in a normal classroom to ensure equity in participation• Students will add to the lesson if they let the lesson proceed without interruption and only involve themselves in discussion with appropriate input• Students must remain focussed on the lesson and not move in and out of the camera view. This is no different than staying inside the physical classroom and being continually supervised• The teacher will control whether online chat is enabled and moderate content to ensure it enhances the lesson
Leaving the Lesson	<ul style="list-style-type: none">• Students must sign off the lesson with a socially appropriate good bye• They must close all programs or tabs that were used in the lesson• Students who need to leave the lesson early should communicate with the teacher via gmail (oberonhigh.com) before the lesson has started to minimise disruption and ensure the teacher knows the student is safe. Students who disappear without notice are akin to students who walk off without notice from a supervised place.
Privacy	<ul style="list-style-type: none">• Students must be aware that what they can see in their camera view is what everyone else can see (this includes mirrors and shiny reflective surfaces displaying out of view people and objects)• The video classroom is no different to a normal classroom – it should not include sounds from external sources and it should not include other people• Recording is ABSOLUTELY not permitted in any classroom environment. It includes video and audio

Online Safety	<ul style="list-style-type: none"> • Lessons will only occur if there is a minimum of two students present with the teacher (lesson progression is always at the discretion of the teacher) • There are specific rules in place to protect students and staff in 1:1 lessons. These include having a parent/carer present and a second staff member present. Learning and Support have contacted parents where 1:1 is to be used more often. • Students are not to invite other people to be included in a lesson (this includes any other family member) • Students must adhere to all the usual expectations around respecting other students and community groups and must not use the video format along with the remote nature to behave in a way that they would not normally do onsite at school. • If siblings are sharing devices or your child needs to use your device at any time everyone must make sure that unwanted or irrelevant programs or tabs are closed. We do not want material meant for other people to be visible in our classrooms.
General School Expectations	<ul style="list-style-type: none"> • Students are bound by all the normal expectations of school. During school hours and during formal school initiated meetings there are no changes to what we expect of our students.
Consequences of Inappropriate Behaviour	<ul style="list-style-type: none"> • Students who do not act appropriately during a formal school initiated meeting (eg lesson) will be counselled on this matter. The outcome of individual behaviour may be different in this remote mode but will be proportionate and aim to improve behaviour in the future. • Teachers have the capacity to remove students from a session and not permit their re-entry. This is the most likely response if student behaviour is raised during an online session and no improvement is forthcoming. • There is no fixed response to issues as we will continue to work within our PBL ethos and provide opportunities for improvement. • If issues escalate beyond classroom level then executive will become involved as per usual

How can parents/carers help?

We are very appreciative of the work being done by families in this challenging time. The experience has been different across our families because circumstances differ.

There a number of things that parents/carers can do to support child's experience with online learning. There are no absolute answers only ideas that will assist. If you have already put these in place then you are ahead of the pack.

- Ensure that a routine is established to help your child's organisation – remote learning is not an easy skill to master for many people irrespective of age. Having a disorganised schedule will not help!
- Ensure that you monitor their work daily – this only needs to be a short conversation but it needs to include them physically showing you what they have done.
- Ensure they have a workspace that will allow them to work consistently online and with minimal disruption.
- Ensure that they have an appropriate space for video lessons if they need to occur. Bedrooms are not the preferred place for this to occur. Remove any chance of seeing others – in particular do not have mirrors in the camera view.
- Ensure that you communicate with teachers if your child is struggling or if you want to ask a general question. This can be done through your child's gmail account or ring the school as per normal.
- Students are involved in a range of programs across the school with specialist support in place for many of these programs. Some of these programs have additional organisation needs, thus it is important that parents with students in these programs stay connected with staff.
- Ensure that you contact the school to discuss any chromebook issues. Students cannot not afford to be offline for a long period of time.
- Ensure your student has several breaks during the day. Some physical exercise is needed each day for their health and wellbeing. Whilst sitting in front of a screen for hours on end is not beneficial either. This is particularly important to manage if they also spend their free time on digital devices.

Advice from the Department of Education is always being updated. The latest for parents in relation to Learning at Home can be found at:

<https://education.nsw.gov.au/teaching-and-learning/curriculum/learning-from-home/advice-to-parents-and-carers>

Craig Luccarda
Principal

Zoom (Department of Education Version)


When we switched over to online learning as the primary learning platform we initially commenced utilising Google Meet which was part of the Google Suite of programs that we had been using in general.

After several weeks of using Google Meet we were not happy with the overall security and chose to change our platform to Zoom. The version of Zoom we are using is held within the portal of the Department of Education. This eliminates any of the security issues that you may have seen in the news relating to Zoom.

Zoom can be accessed with the student chromebooks and is easy to install for first time use. It is important for students to know that Zoom primarily uses their Department email. Therefore, they will need to use name.surname@education.nsw.gov.au with this platform. We are looking at integrating it with our oberonhigh.com at the moment with the hope that we can use it with gmail and Hapara.


Information for setting up Zoom for use is shown below.

Sign into Zoom with a desktop browser




Chrome Edge Firefox Safari

1. Use a **modern browser** in Windows, MacOS or Linux.
2. Browse to the NSW DoE Zoom console at: <https://nsweducation.zoom.us>



3. Select **Sign in** at the bottom.
4. Login with your **department credentials**.



5. For first time users, **download and install** the Zoom desktop client when prompted.
6. Once signed in, **Zoom** will be ready for use!