

GUIDELINES FOR LEARNING FROM HOME

MANIOTOTO AREA SCHOOL



REMOTE LEARNING IS NEW FOR ALL OF US!

HERE ARE SOME GUIDELINES TO MAKE THE MOST FROM LEARNING AT HOME.

BE ORGANISED

- CHECK YOUR SCHOOL EMAIL, GOOGLE CLASSROOM OR SEE SAW OFTEN.
- TRY TO ESTABLISH A WORK SPACE AT HOME. WE RECOMMEND A TABLE/DESK NOT YOUR BED!
- TRY TO ATTEND SET VIDEO MEETINGS. IF YOU CAN'T MAKE IT, LET YOUR TEACHER KNOW.
- TRY TO FOLLOW A DAILY ROUTINE. GET UP AT THE SAME TIME EACH DAY, HAVE SET TIMES FOR BREAKS. GO TO BED AT A REASONABLE HOUR.
- SECONDARY STUDENTS, TRY TO FOLLOW YOUR NORMAL TIMETABLE BUT EACH PERIOD IS NOW : YEAR 9 & 10 - 30 MIN, YEAR 11-13 - 45 MINUTES.

STAY IN TOUCH

- KEEP IN TOUCH WITH YOUR CLASSMATES.
- CONTACT YOUR TEACHERS IF YOU HAVE QUESTIONS. TEACHERS WILL AIM TO ANSWER EMAILS WITHIN 12-24 HOURS. IF IT IS URGENT HOWEVER PLEASE WRITE THE WORD 'URGENT' IN THE EMAIL SUBJECT.
- CHECK MAS FACEBOOK PAGE FOR UPDATES.
- YOUR TEACHERS AND SCHOOL LEADERS ARE HERE TO HELP.
- IF YOU WOULD LIKE TO TALK TO A COUNSELLOR PLEASE GET IN TOUCH WITH MS MEYER OR MISS DOWLING.

KEEP MOVING

- PLAN FOR SOME FORM OF EXERCISE EACH DAY.
- FOR THOSE OF YOU WITH THE ABILITY TO COUNT YOUR STEPS AIM FOR 10,000 STEPS A DAY!
- MOVE AWAY FROM YOUR SCREEN OFTEN.
- ENTER THE OTAGO SECONDARY SCHOOLS 'ISO CHAMPS' [HTTP://WWW.OSSSA.ORG.NZ/](http://www.ossssa.org.nz/)
- DESIGN YOUR OWN WORKOUT AND CHALLENGE YOUR CLASSMATES TO COMPLETE IT.
- GET IN TOUCH WITH MR NAKAMURA FOR FITNESS IDEAS.

ON-LINE PROTOCOLS

- WHEN ATTENDING VIDEO MEETINGS PLEASE BE IN A PUBLIC AREA OF YOUR HOME, NOT YOUR BEDROOM.
- WHEN ON A VIDEO CALL MUTE YOUR MIC UNTIL YOU HAVE SOMETHING TO SAY.
- LISTEN & SPEAK POLITELY TO OTHERS.
- USE THE CHAT FUNCTION ON VIDEO CALLS FOR RELEVANT COMMENTS ONLY.
- IF YOU HAVE POOR CONNECTIONS IN A VIDEO CALL TURN OFF YOUR CAMERA
- RESPECT EACH OTHER ONLINE. OUR PRIDE VALUES ARE JUST AS IMPORTANT AT HOME AND ONLINE AS THEY ARE AT SCHOOL.
- MONITOR YOUR SCREEN-TIME. REMEMBER TO HAVE REGULAR BREAKS

We can't wait to see you back at school, but until then, enjoy this new challenge of home learning!