



2<sup>nd</sup> August 2021

Dear Parents / Care Givers

Families will now be aware of the recent announcement by the Chief Health Officer and Queensland Government of an extension of the current lock down through until 4.00pm Sunday 8<sup>th</sup> August.

During the next four days Villanova College teaching staff will be providing online lessons for all students as per the attached Learning@Home timetable.

### Directions for Students to follow

- 1. Get dressed for Online Learning by wearing your Sports Uniform (if you do not have a House Shirt wear Villanova College Apparel)**
- 2. Prepare all the materials you will need for the upcoming lessons before 8.30am**
- 3. Start up your computer and ensure Teams is open**
- 4. Accept the invitation from your teacher when a Teams meeting is initiated**
- 5. At 8.30am Year 5 and 6 students will begin the day with a pastoral meeting with their teacher. Years 7-12 will begin the day with a Form Meeting with their respective Pastoral Area Leader.**
- 6. For the pastoral meeting keep camera off and mute on**
- 7. For all other lessons camera on and mute on**

To assist parents to be familiar with the TEAMS Platform I have attached a one-page information sheet for families. If your son does have difficulties tomorrow do not worry. Please just contact Mr John Christie, Dean of Teaching and Learning via the College Office 3394 5690 and assistance will be provided.

### Absent Students

For students who are sick and unable to attend classes, parents are requested to follow the normal procedures to report absentees via the School App or by contacting the relevant Student Services Office.

- Junior School – [junior@vnc.qld.edu.au](mailto:junior@vnc.qld.edu.au)
- Middle School – [middle@vnc.qld.edu.au](mailto:middle@vnc.qld.edu.au)
- Senior School – [senior@vnc.qld.edu.au](mailto:senior@vnc.qld.edu.au)

If a student is absent in Period 1 parents will receive a text message to confirm the absence.

### Year 12 Students

During this week Internal Assessment Task 3 were timetabled to be completed. It is important students in Year 12 are maintaining their revision and study program during this week. Once the lock down is completed and students return to school the Assessment Timetable will begin

immediately. So based on current information Monday 9<sup>th</sup> August will be the first day of the Assessment Block.

Mr John Christie, Dean of Teaching and Learning will continue to keep students informed of their assessment requirements as we navigate this week.

## Students of Essential Workers

The Chief Health Officer has been very firm in emphasising all Brisbane residents must stay at home unless it is absolutely essential to attend work. The College will have a small number of staff available to supervise any students whose parents/caregivers have no option but to send them to school over the next four days, but I ask that this only be as a last resort, in line with the directions of authorities. If your son/s require supervision at school on either Wednesday, Thursday or Friday please complete the link below by 4.00pm Tuesday 3rd August.

[CLICK HERE](#)

Students attending school are asked to sign in at the Student Services Desk - Senior School - St Thomas of Villanova Learning Centre before 8.30am each morning. Students will be expected to be dressed in their full school uniform, including a mask, and to have all their required equipment and materials for work. Students will be directed to a classroom and assigned a desk based on social distancing requirements.

In line with the Chief Health Officer's request this morning that people not leave home unless it is absolutely critical, **students are not permitted on site to collect any materials.** Textbooks are accessible online and students have been asked to ensure their laptops are taken home each day. If there is a genuine emergency situation that requires a student to access campus, I ask that you email the Student Services Offices shown below.

- Junior School – [junior@vnc.qld.edu.au](mailto:junior@vnc.qld.edu.au)
- Middle School – [middle@vnc.qld.edu.au](mailto:middle@vnc.qld.edu.au)
- Senior School – [senior@vnc.qld.edu.au](mailto:senior@vnc.qld.edu.au)

## Learning@Home

Learning@Home will commence on Tuesday 3rd August. The College will conduct online classes via Teams and students are expected to be online as per the normal timetable. Students will be online from 8.30am each morning. From 8.30am – 8.40am students in Years 5 and 6 will meet with their Core Teacher and students in Years 7 through to 12 will meet with their Pastoral Area Leader.

Please click on the following links for

- [Learning@Home Timetable](#)
- [How Villanova College Students Learn from Home which outlines our clear expectations](#)
- [Microsoft Learning Remotely Checklist](#)

## Year 11 Leadership Day

The Year 11 Leadership Day programmed for Wednesday 4<sup>th</sup> August has been postponed.



## St Peter's Lutheran College

We have been advised through the Principal of St Peter's Lutheran College Qld Health has lifted the quarantine directive and the College has returned to 'normal' lockdown.

### Communication

The health and safety of all in the Villanova College Family remains our top priority. Our decisions will always be informed by the need to keep people safe and by the directions of authorities - we will be sure to pass on any updates to the community in a timely manner. I encourage families to continue monitoring communication from the College and Queensland Health as your sources of information.

Finally, I again send my thoughts and prayers to all in the Villanova College Family as we work together to get through this critical phase of the pandemic. We are blessed to enjoy the ongoing support of our community and we are very grateful for this. I encourage you to reach out for support if we can be of assistance in any way. Please stay safe.

Yours sincerely

Mr Mark Stower  
Principal



Microsoft Teams for Education brings conversations, content, assignments and video meetings together in a secure learning experience. With Teams, parents and guardians can help their students connect with their teachers and learn from anywhere. Use the information below to connect your student to their virtual classroom **quickly!**

## Get Started

- 1 Set up a learning environment**  
 To join an online class or video meeting in Teams and access Teams chats, files, and assignments from home, your student will need a computer, tablet or smartphone.

If you can, try to **set up a space free of distractions and background noise.**



- 2 Open Microsoft Teams**  
 You can use Teams from most web browsers or by downloading the app.

To **download the Teams app** on mobile or desktop, visit [aka.ms/getteams](https://aka.ms/getteams).

To use Teams on a browser, visit [office.com](https://office.com) and **click on the Teams icon**, or visit [teams.microsoft.com](https://teams.microsoft.com).

- 3 Sign In**  
 Your student can sign in with their school email and password.

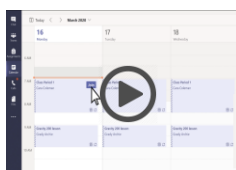
Watch the [Sign in Video](#) for a walk-through.

**Note:** Don't see your student's class teams?

Their teacher may have invited them via a [join code or a direct link](#) (check your email).

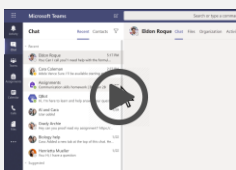
## How-to videos for learning at home

- 4 Join scheduled class meetings** for class, review sessions, or school activities either in the app or via a link from the teacher.



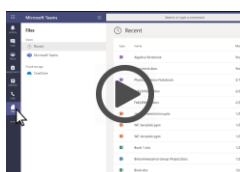
[Join a Meeting](#)

- 5 Quickly connect your student with their classes, teachers and friends** using video chat, audio calls, and chat from either mobile or desktop.



[Connect with Classes](#)

- 6 Help your student organize their schoolwork** by managing their files, class notes, and assignments.

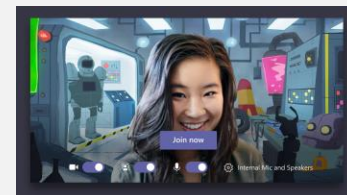


[Organize Schoolwork](#)

## Teams tips and tricks for student success

- 7 Use background blur** or a custom image to help conceal your child or student's surroundings during an online classes.

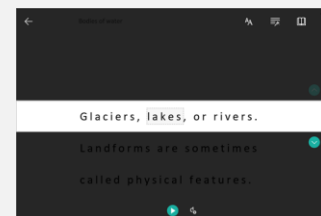
(only available on PC, Mac, and iOS)



- 8 Optimize for low bandwidth** networks by syncing files to your computer and mobile device and following these other best practices.



- 9 Launch Immersive Reader**, to enable read aloud, parts of speech, picture dictionary and other tools to help your student improve their reading



## More resources: