



# Sacred Heart Girls' College

Manawa Tapu

## 'AKO@HOME' Parent Help Sheet

Welcome to Year 13 Ako@Home which will occur every Wednesday.

Our Ako@Home programme is designed to be flexible and accommodating when it comes to your daughter's learning. This programme is designed to help transition your daughter to the next step.

At Sacred Heart Girls' College, we have a range of on-line platforms available to support your daughter's ongoing learning through '**AKO@HOME**'. Our staff will use a range of communication methods including:

Microsoft Teams



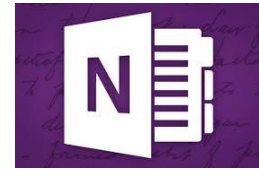
Microsoft Outlook



Microsoft OneDrive



Microsoft OneNote



### **What is expected of your daughter?**

She needs to follow the timetable. She does not need to wear uniform, but appropriate dress is expected for live lessons.

There will be no NCEA due dates on this day.

She may email her teachers throughout the day.

### **What if she is sick or has a work placement in Pathways?**

She is not expected to work if she is sick. If she has a work placement or has a course, she needs to attend it.

### **What if my daughter does not have a device or has poor internet connection?**

If she is not able to access the online resources, for whatever reason, please contact your daughter's teacher. There will be a designated room at school for Ako@Home, for those who need to be in school.

### **What about Elizabeth House students?**

Year 13 Boarders will work in their rooms at Elizabeth House. Teaching staff will supervise them from an office in the Hostel especially designed for Ako@Home support.

### **Will teachers arrange tutorials or workshops at school on Wednesdays?**

At this stage, no. However, as we grow Ako@Home this may be explored.

The following are reminders for our Year 13 students:

Some things to remember:

1. Check your email in the morning – this will be where you find notifications from your teachers, in the form of email, Teams and APP notifications
2. Follow your timetable for the day – we would recommend that you create a routine as you would normally have on a school day, a schedule that has regular breaks and study time in manageable chunks.
3. Find a good place to work – a space at home that is comfortable, where lighting is good and where you can work without distractions. You should work on a laptop or computer, remember that your phone is too small for long periods of time and not recommended as a learning tool.
4. Find a support person – many of us need someone that holds us accountable to deadlines. Perhaps one of your parents/caregivers might check to make sure you have a work plan. Alternatively, maybe you and another student in your class could check in with each other. For those of you who spend hours on games or social media, a support person will be essential to ensure good timetable habits with managing screen time.
5. Check you have the contact details for your Dean or GEMS teacher.

As a College we are committed to a safe, collaborative and supportive learning environment for all. We ask that you engage in respectful learning behaviour to ensure that we can all participate in a caring and connected online community. If you have any questions, please contact [me](#).

Ngā mihi nui  
Andrew Murray  
Deputy Principal