



Sacred Heart Girls' College

Manawa Tapu

LOCKDOWN AKO@HOME 2021

Year 7 & 8

- One scheduled 'live' online time per week with Homeroom teacher
- Homeroom teacher will set activities through TEAMS.
- Modules **paused** for now

Year 9-13

- Every class will have one scheduled 'live' online time per week during one of the originally timetabled slots, including Year 10 options. *This can be used for a catch up, for a Q&A session, for explicit teaching, etc.*
- Year 9 Modules will be **paused** for now
- Activities/tasks will be posted to TEAMS during the week

Student Expectations and Responsibilities

- Students will check announcements in TEAMS and school email at least once a day
- Students will attend any scheduled 'live' sessions
- Students will actively engage in learning tasks set on TEAMS and feedback from teachers where possible
- Students will communicate with their teachers if they are unable to do either of the above (attend 'live' sessions, or unable to complete the learning tasks)
- Students will contribute positively and respectfully online
- During 'live' sessions, students will wear appropriate casual clothing

Teacher Expectations and Responsibilities

- Teachers will communicate directly with each class through TEAMS when their one 'live' session will be that week
- Teachers will use their other scheduled timetable slots however they find suitable- own time, creating resources, marking, feedback, further 'live' sessions, etc.
- Teachers will provide simplified learning tasks that are more appropriate to 'lockdown learning' than the original intended lesson plans
- Teacher will provide feedback to students within a reasonable timeframe (please remember some teachers have over 120-150 students to respond to!) through TEAMS or email
- Manaaki/GEMS teachers will meet once a week with their Manaaki class to catch up for some Hauora time

Communication methods will consist through:

Microsoft Teams (Learning Platform) Microsoft Outlook (School Email)



At Manawa Tapu, we are committed to a safe, collaborative, and supportive learning environment for all, especially during uncertain times. Our Lockdown Ako@Home programme is designed to be flexible and accommodating when it comes to learning to ensure all learners and staff are being cared for, so please keep in touch if there is anything further we can do.

Please see the 'who to contact' list on the page below.

Ngā mihi nui,

Holly Miller
Deputy Principal
hmi@shgcnp.school.nz

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KEEP IN TOUCH: Contact List

For questions or concerns regarding:	First point of contact	Second point of contact	Third point of contact
Class/subject related questions	<p>Subject teacher or Homeroom teacher</p> <p>Subject teacher email addresses are available in student reports</p>	<p>Leader of Learning</p> <p>Year 7 & 8: Erin Moreland emo@shgcnp.school.nz</p> <p>Religious Studies: Catherine Landrigan cla@shgcnp.school.nz</p> <p>English: Emily Scott esc@shgcnp.school.nz</p> <p>Math: Spencer Page spa@shgcnp.school.nz</p> <p>Science: Jeremy Taylor jta@shgcnp.school.nz</p> <p>Social Sciences: Taryn Gadsby tga@shgcnp.school.nz</p> <p>Health & PE: Narelle O'Byrne noy@shgcnp.school.nz</p> <p>Arts & Languages: Bridie Steele bst@shgcnp.school.nz</p> <p>Technology: Kim Greig kgr@shgcnp.school.nz</p> <p>Pathways: Warwick Foy wfo@shgcnp.school.nz</p>	<p>Deputy Principal in charge of Curriculum</p> <p>Holly Miller hmi@shgcnp.school.nz</p>
Pastoral/Hauora support	<p>Manaaki/GEMS teacher or Homeroom teacher</p> <p>Manaaki/GEMS and Homeroom teacher email addresses are available in student reports</p>	<p>Year Level Dean</p> <p>Year 7 & 8: Ross Howarth rho@shgcnp.school.nz</p> <p>Year 9: Carly Avery cav@shgcnp.school.nz</p> <p>Year 10: Amanda Brown abr@shgcnp.school.nz</p> <p>Year 11: Joan Hodson jho@shgcnp.school.nz</p> <p>Year 12: Melissa Seddon mse@shgcnp.school.nz</p> <p>Year 13: Claire Tate cta@shgcnp.school.nz</p>	<p>Deputy Principal in charge of Hauora</p> <p>Barb Costelloe bco@shgcnp.school.nz</p>
Digital/Tech support	<p>Kim Goodey kgo@shgcnp.school.nz</p>		
NZQA support	<p>Jeremy Taylor jta@shgcnp.school.nz</p>		