

Thank you!

We wish to thank parents/guardians and especially our students for your very positive engagement with our teachers over the last two weeks. We value your support and words of appreciation for our teachers. It was uplifting to read a letter issued this week from the Secretary General of the Department of Education and Skills where he recognised 'the huge work undertaken by teachers to provide continuity of learning for students through online platforms, email and other resources particularly where access to digital resources is more limited'. We know that our teachers are making an immense effort to support students.

Online lessons;

It is vital that you support and encourage your student(s) to fully engage with their teachers as per the school timetable this week. The significance of this engagement should not be underestimated. While the progress of teaching & learning may be slightly slower online so as not to overwhelm all involved with this new platform. It is important to realise that teachers will only have time to briefly recap the segments of the curriculum being addressed online now upon our return to school. They will not have the time to repeat these lessons again.

The novelty of online lessons should have abated by now. Unfortunately, there was quite a bit of unacceptable behaviour this week. Our global settings have now been changed to reflect our wishes to enable a positive experience for all. This action was delayed due to the demand on this platform. It was a steep learning curve for all of us this week.

Teachers will strive to deliver 50% of their timetabled lessons with their students "live online" and will provide assignments to be completed during their remaining classes. This arrangement applies to all subjects. Students must log into the relevant Team for all their classes as per timetable – depending on their situation a teacher may go "live online" for a class that is planned for an assignment. Homework will be addressed as normal. State Examination students should consider that the examinations will follow the planned timetable. Therefore, they should continue their study to reflect this until directed otherwise.

Devices

We would like to reassure you that a mobile phone is sufficiently good for all activities associated with online teaching and learning. A microphone is necessary to enable full collaboration during "live online" lessons. The mobile phone is perfect for this. A set of earphones with a microphone (standard with most mobile phones) is adequate where a student is using another device that may not have an integrated microphone.

Please request/instruct your student(s) to download the Microsoft Teams App and Microsoft Word App onto their phones. Both Apps have all the functionality required to engage with online learning. We recommend that students use their copybooks to complete their assignments, photograph their answers, insert into the Word

document provided and “Hand In” through the “assignments” tab in relevant Team. Students may also access these within the Office 365 platform – link on our website. Help video’s associated with online learning are available at the “Remote Teaching and Learning” tab on our website.

Passwords / Student email address

We can only address requests for “passwords” through the “Parent Note” facility on our App. This is to protect the integrity of the data being shared.

Please ask your student not to attempt to change their password – this facility is not available to students. Once a student attempts to do this their existing password is rendered inactive in most cases.

Teachers are only permitted to use the school email address for their students. Where there is any query regarding the school email addresses please use the “Parent Note” facility on our APP.

Profile Pictures

Unfortunately, many students have profile pictures linked to their school Office 365 account that are inappropriate for a school setting. Apart from being offensive in many cases they are also causing significant distraction during “live online” lessons. To this extent we are asking all students to remove all profile pictures from their school accounts immediately. Students with profile pictures will be temporarily removed from a Team until it is deleted from Monday 30th. In the unlikely event that this happens, we will contact you for your help.

“Parent Note” - App

We would appreciate if you would highlight any difficulties or queries through the “Parent Note” on our App. We may not reply directly to all communications. However, you will receive an acknowledgement when your communication has been read. We would appreciate a message from you when for any reason your child is not accessing their online classes.

School Rules Apply

When students are engaging in "remote teaching and learning" through the school Office 365 platform (Teams etc.) - normal school policies apply regarding Behaviour, ICT usage, Anti-Bullying etc.

Where a student is abusing the opportunity to learn and be taught remotely, they will eventually be removed from the platform after communication with their parents/guardians. Upon our return to school the student’s behaviour/actions will be

addressed in-line with our Code of Behaviour. All activity on MS Teams is logged in "history".

Where a student is not cooperating, not engaging or messing during an online session they will receive a warning and if this unwanted behaviour continues, they will be removed from that lesson. Their parents/guardians will be informed by the deputy principal.

Where students are not completing assignments during scheduled class time, i.e. without a teacher online, their parents/guardians will be informed by the teacher/deputy principal. Homework will be addressed in the normal way.

Unless otherwise arranged by their teacher – students will only have access to their teachers during normal timetable class time.

Arrangements for Remote Teaching & Learning" in MS Teams

- Camera – Teacher – "OFF" ("On" at the discretion of the teacher).
- Camera – Student – "OFF" always.
- Microphone – Teacher – "On" – while engaging with the students.
- Microphone – Student – "OFF" – unless instructed by your teacher

We recommend that you check-in on your student(s) regularly while they are online.

The "Chat" facility in Teams has been disabled to prevent unmonitored communication on a school platform. We will be suspending group emails on Monday evening for the same reason. Unless otherwise arranged, teachers will be available to students during "live online lessons.

CBA's and Assessment Tasks:

Contrary to earlier advice students may work on their CBA's at home!

#JCT has received numerous queries from school leaders & teachers in the past week regarding classroom-based assessment (CBA) & assessment task (AT) completion. The wording here is the current advice we have been asked to share with teachers

In the context of current school closures, completion dates for classroom-based assessments and related assessment tasks have been extended into May 2020. Revised dates are available here:

https://ncca.ie/en/resources/junior_cycle_key_dates_2019_2020

All schools have been asked to continue to plan lessons and, where possible, provide online resources for students or online lessons where schools are equipped to do so. This may include students working on classroom-based assessments during school closures with guidance from their teachers.

As previously, classroom-based assessments should be completed in the timeframe indicated in the assessment guidelines for each subject. Support for student learning by teachers during school closures should remain cognisant of child protection guidelines and in line with the school's [acceptable use](#) and GDPR policies.

Key dates for classroom-based assessments will be kept under review.
