



FACT SHEET FOR STAFF

To keep our learners and staff as safe as possible, COVID safe measures will be in place in our schools in line with public health advice. These measures are outlined in the Department's [COVID-safe schools plan for Term 3 \(PDF, 70KB\)](#)

Schools will support all children and young people to access their learning program on site under the supervision of their classroom teacher.

When this is not possible, schools will communicate with parents about resources to support learners, this may include access to the Department of Education Virtual Learning Centre (VLC).

What is the VLC?

Kinder to Year 10 learners have access to online learning modules for their year level, on the focus areas of reading and writing, number, science, physical activity and wellbeing. Content has been organised to support revision and 'catch-up' learning.

Short term enrolments for senior secondary learners continue to be available through Virtual Learning Tasmania courses.

Who can use the Virtual Learning Centre?

Learning at home via the Virtual Learning Centre is available for students if they need to isolate due to COVID-19. If a student is a COVID-19 case, they can do online learning if they feel well, and return to school if they have no symptoms after seven days.

Can schools access the VLC if there is limited staff capacity on site due to COVID?

The VLC may augment face-to-face learning as part of a COVID Site Plan where there is limited staff capacity. Resources within the VLC may also be used by schools to support planning and teaching within the focus areas of reading and writing and number.

Are schools required to use the VLC?

The VLC is an optional service to support students' learning needs in the event that they are learning from home due to COVID-19.

Can we see the sequence of learning to support planning?

High-level overviews for Prep to Year 10 for the focus areas of Number and Reading and Writing will be available on the [Teaching and Learning Centre](#) ready for Term 3. A Kindergarten Overview is also available. These may be used to support school planning and as a basis for teachers to adapt and expand on to fit the school context.

Please note there is no new content or live lessons planned at this stage for Term 3 and the content has been organised to support revision and 'catch-up' learning.

Students and teachers can continue to access previous VLC modules and activities which include recordings of explicit teaching.

How are parents and carers notified about how to use the VLC and who provides the student's login details?

The process for schools to advise families about the VLC is available at [VLC Support – Process for schools - Teaching and Learning Centre \(education.tas.gov.au\)](#)

Schools will need to communicate the Canvas link, login details and information to parents and carers. (The child's login details will be the same as their current Department of Education login.) A [template](#) is available for schools to use or adapt if required.

How do students and teachers access the VLC?

The VLC is accessed through the Department's online learning tool [Canvas](#). Students will access the VLC by logging in to Canvas using their Department login details. The login will take the student to the relevant year level VLC course on their Canvas dashboard. The following guide can be shared with families as they need access:

- [How to access the VLC in Canvas - Kinder to Year 10](#)

Teachers can access each year level VLC Canvas courses using self-enrol links available on the Teaching and Learning Centre at:

- [VLC Support – LiL and Kindergarten](#)
- [VLC Support – Prep to Year 10](#)

How is attendance recorded for students learning at home for short periods?

Information about attendance can be viewed at [Attendance \(sharepoint.com\)](#).

What supports will be provided for students with a disability?

The lessons within the VLC have been differentiated to help students with a range of learning needs access the lesson and complete work successfully at their level of ability.

Students who are not able to access the Australian Curriculum at their year level and have a Learning Plan can access the VLC Literacy and Numeracy Canvas Course through a self-enrolment link.

The VLC Literacy and Numeracy Canvas Course contains pre-recorded lessons aligned to the Literacy and Numeracy Progressions.

More information on VLC Literacy and Numeracy is available at [VLC Inclusion and Diversity Advice to Schools](#) and a [Referral Form](#) is available.

What about vulnerable (wellbeing and safety) students?

It is a priority that school sites remain open for vulnerable children and children of essential workers to attend, unless they are feeling unwell, have medical advice which states they are unable to return to school due to an ongoing medical condition, or they have been directed to stay home by Public Health.

School Support and Wellbeing Teams have a vital role in planning and implementing strategies to support the wellbeing of all students, with a particular focus on those students with diverse and complex needs requiring coordinated support.

You may receive email alerts throughout the year from the Learning Services Student Support Team requesting additional information on a student (on the Vulnerable Student List) who has been identified as No Participation and No successful SSS contact log.

Why it is important:

The Interagency Student Support Team will work closely with Child Safety Services, Tasmania Police and the Advice and Referral Line to monitor the safety and wellbeing of vulnerable children and young people, delivering supports where needed. This will include more regular interagency case management meetings throughout 2022, using the VSL to identify level of need.

Who has duty of care when the student is using the VLC?

When learning at home and participating in VLC, the student's family has duty of care.

The school continues to be responsible for monitoring student attendance and participation, and keeping connected with students, whether they are on site or using the VLC.

Some schools might like to use the [Wellbeing Check-in](#) to connect with their students while they are learning from home. The Wellbeing Check-in is for students in years 3-12 and is shared via a link through Teams, email or Canvas. Questions 3, 8 and 9 are not relevant while learning from home, however students can skip these questions as incomplete forms can still be submitted.

Please ensure that you have nominated a staff member to monitor student responses as students who indicate that they would like to talk to their teacher will require contacting.

What about access for EAL families?

Advanced Skills Teachers in the EAL team will be available to support needs through the interactive lessons. Translation of materials for families on important documents relating to COVID information was made for 10 key languages.

Will students and families have access to technical support?

Yes, students and families will have access to technical support through Information Technology Services and are asked to contact their school in the first instance.

Will school staff have access to technical support?

Staff can also access ITS support on IT issues and virtual learning by logging a request on the [ITS Service Centre](#) or by telephone (03) 6232 7799.

What about access to devices and internet for students?

To access the VLC some students may need support to access a device and/or internet dongle. Schools are to use the [Guiding Principles for the Provision of Devices and Internet Access](#) to allocate devices from their own pool to support students learning off-site (when necessary).

Schools that have exhausted their existing pool of student devices should:

1. in the first instance contact their ITS Consultant who can seek additional devices from schools or Libraries Tasmania within their local area.
2. request a short-term device loan from their ITS Consultant. Schools who request a short-term device loan will need to demonstrate that the loan is to support learning from home due to the impact of COVID-19 and that they have exhausted their existing pool of devices.

Schools can also purchase additional devices from the ITS Online Shop if they require them for longer periods to support their students with an identified on-going need.

Schools with students who require access to the internet can contact their ITS Consultant to request a dongle. Priority will be given to students in years 11 and 12 as well as those on the Vulnerable Student List (level 3 and 4).

Schools may also give additional consideration to learners in the early years when allocating devices and internet dongles.

Students with a disability who have a device allocated to them as part of their educational adjustments should be provided with their device and any personal assistive technology.

Will there be access to the materials offline or a hard copy?

For students unable to access VLC, there are [printable materials](#) to support learning from home. Schools will be responsible for printing, unless staff absences reach critical levels. If you require more information, contact virtual.learning@education.tas.gov.au.

What about other resources students might need?

A central supply of workbooks, pencils, 100s charts, etc will be available to schools. Schools can [place orders here](#)

How can we see who has attempted/viewed/completed learning tasks?

Home Group teachers have been given 'Observer' status in VLC which will allow them a 'read only' view of work submitted/student participation in the VLC.

There is no expectation that teachers will monitor the student's activity in VLC, but there will be an option for teachers to observe work submitted online and to review hard copies of students have completed when they return to school.

What about access for families and students with low literacy?

Immersive Reader options are available in Canvas to allow students and families to have content read aloud rather than read it.

How to get more information and help

- VLC Support and information –Visit the [Teaching and Learning Centre](#) (staff login).
- General Virtual Learning Centre questions - For questions and feedback in relation to virtual learning please email virtual.learning@education.tas.gov.au