

MARCH 2022

# Learning

## @ Home Guide



NAYLAND COLLEGE  
TE KĀRETI O NEIRANA

# OVERVIEW

Kia ora Nayland College students

Covid-19 has continued to create disruption to our school, education and the communities we live in. However, disruption also creates opportunity. At Nayland College we want to use this opportunity to support all of you to continue receiving a great learning experience from your teachers, whilst managing your health and wellbeing and feeling connected to and engaged with your learning.

Because of the nature of our context and the whanaungatanga we have at our school, most of you are already fantastic at connecting and collaborating. With many of us having to adjust to working from home, we have an opportunity to further grow our digital collaboration and eLearning skills.

This learning @ home guide shares some of the things we have learnt through the process so far and provides tools, tips, guidance and expectations to help keep you feeling connected and engaging with the best possible learning experiences and opportunities we can provide.



Daniel Wilson  
Principal

# CONTENTS

Mission, Vision, Values	Page 2
Office 365	Page 3
Expectations	Page 4
Online Learning	Page 5
Health and Wellbeing	Page 6
SOAR Online	Page 7
Online Support	Page 8
TV Services	Page 9
Online Resources	Page 10

# Vision Mission Values

## Values/Beliefs

### Success

Learners who aim for personal excellence

### Opportunity

Learners who take every opportunity to reach their goals

### Ako

Learners who are engaged, collaborative and curious

### Respect

Learners who show manaaki (respect and concern for learning, for others, for themselves and for the environment) and whanaungatanga (connection and belonging)



## Vision: *Inspiring People*

### Inspiring learning

Personalised learning, powerful community partnerships and authentic, innovative learning opportunities that stimulate deep thinking and inquiry.

### Inspiring learners

Connected, engaged and resilient learners who have purpose and belief and are confident, adaptable contributors in a rapidly changing world.

## Our Mission

Nayland College will partner with the community to provide a relevant and challenging co-education that engages students, fosters achievement, promotes enterprise and helps them prepare for the personal challenges ahead. We want our students to be responsible and considerate - effectively connected, resilient young people who know their strengths, feel valued and are determined to succeed in a rapidly changing world.

# OFFICE 365

Please ensure that you have access to Office 365 at home. Use a modern browser such as Chrome or Firefox (not Internet Explorer). If you have any issues accessing your account, please contact one of your teachers for help or see our help page in this document.

Teachers may email their classes with instructions or links but the other 'go to' place will be the Microsoft Office 'Team' for each class. [The login can be found here.](#)

Students can access these by opening the 'Teams' app on their device and looking in the 'Shared with me' section for the appropriate Team. Each Team includes a Onenote which is the digital equivalent of an exercise book for students and of the whiteboard for teachers.

[This demo site](#) gives a very good overview of Teams if you are unfamiliar with the software.



"Everybody is a genius. But If you judge a fish by its ability to climb a tree, it will live its whole life believing it is stupid".

Albert Einstein



# EXPECTATIONS

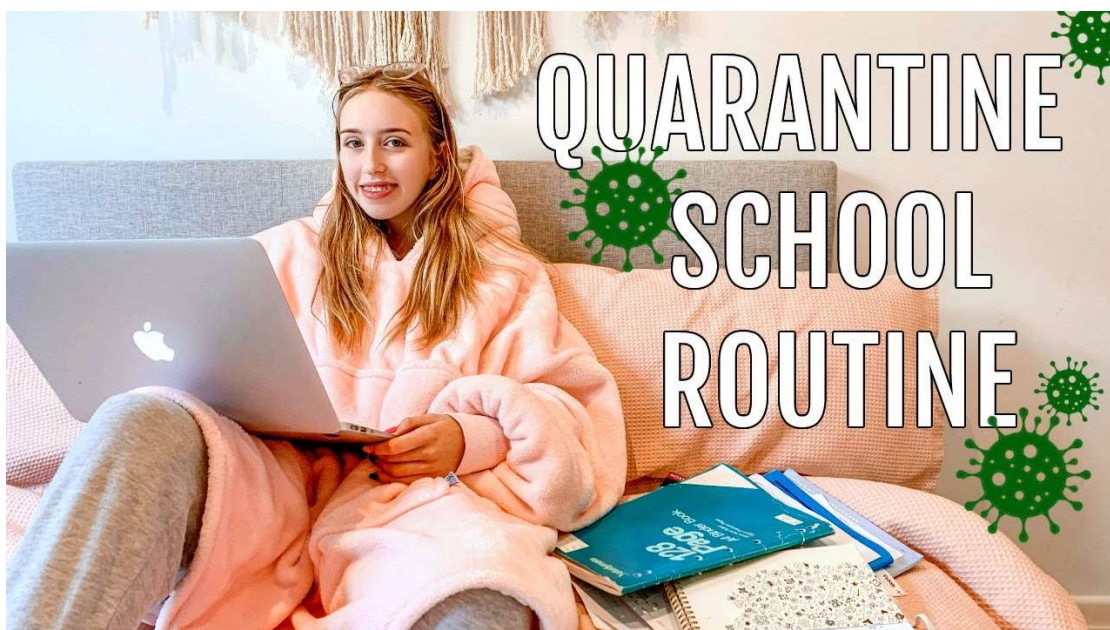
A good way to cope during lock down is to set a routine for yourself and/or with your family.

Work will be set for **each timetabled subject**. Teachers will provide learning materials and set tasks on a **regular basis**. This might happen on a day-by-day basis, or less frequently as blocks of work – be guided by your teachers. You are likely to have **2-3 hours or so of work to do per subject per week**. How you organise your time to complete school work is up to you but we recommend that you:

- Establish a daily routine, with blocks of time set aside for school work and plenty of breaks too
- Set up an [Outlook Calendar](#) to assist with scheduling your online lessons, or do it the old fashioned way with a diary!
- Any online lessons will generally be set at a time you would usually have that class
- Use a to-do list or planner to help keep track of tasks – it's hard to stay organised, so use tools to help (Office 365 has a really easy-to-use [to-do list](#) and also a more powerful [planner app](#))
- Keep in touch with your teachers – let them know when you have completed tasks, or if you need help

Other things you can do to help establish a routine:

- Wake up at the same time every day
- Do something to move or exercise
- Stretch
- Gratitude - write down or think about 3 things you are grateful for
- Be kind – pay someone in your bubble a compliment
- Clean something each day (a cupboard, a room) and/or complete a chore
- Eat at set times



# ONLINE LEARNING



## Online Meetings 101

- Join the meeting early and if you are late, join without disruption
- Turn on your video unless you are asked not to (or say hello at the beginning)
- Mute your mic when not speaking
- Use the chat function if your mic does not work
- Send a chat to the presenter if you cannot hear them (or they are cutting in and out)
- If you are called away exit the meeting and email the presenter
- Be KIND and RESPECTFUL

- In most cases teachers will set small, familiar tasks that do not use too much data.
- Teachers will try to provide at least one face to face discussion opportunity per week for each class through a Teams video conference.
- Students should also be exercising and reading regularly. Assisting around the house is a great way to get some physical exercise!
- If teachers get sick, they may need to pause the remote learning for a time.
- Please ensure you have completed the [Nayland College Digital Citizen Form](#).

If your parents or caregivers would like to contact your teachers the school email address format is [firstname.lastname@nayland.school.nz](mailto:firstname.lastname@nayland.school.nz)



# HEALTH & WELLBEING

Along with the teaching resources that will be made available, we want to ensure that you are well supported in term of your own wellbeing during this difficult time. Please make sure you talk openly with your parents/caregivers and whānau about any issues you might be having, or if you are feeling anxious.

If you need confidential support please contact [Sherree Flatman](#), who will arrange assistance from our counsellors.

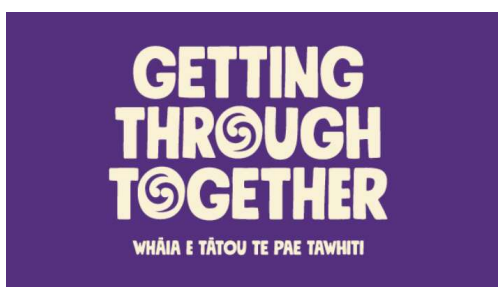
Students are encouraged to call the following organisations for support:

- [Whats Up 0800 942 8787](#)) – A safe place for you to talk about anything at all
- [Youth Line 0800 376 633](#) or text chat **234**
- [NetSafe](#)
- Healthwise 0800 358 5453
- Depression Helpline 0800 111 757
- [Rainbow Youth](#) 09 376 4155
- Samaritan 0800 726 666 – counselling support

Our **house leaders, nurse and support worker** are also available to provide support. Please [email the school](#) if you would like to engage with anyone in the pastoral team.



[Aroha](#) is an informational chatbot available through email and Facebook Messenger. It includes evidence based activities for managing stress and gives practical ideas to maintain social connections, stay calm, active and well.



Getting through together – Whāia E Tātou Te Pae Tawhiti is a national mental health and wellbeing campaign brought to you by the team at All Right? They have three core messages underlying their work: Distance, not distant. Isolation, not isolated. Aroha from afar. Jump online to check out what they have to offer at [www.mentalhealth.org.nz](http://www.mentalhealth.org.nz)



SPARX is a computer program that helps young people if you're feeling anxious, stressed or need support with mild depression. It is developed by young people for your people alongside researchers from Auckland University. SPARX can help students learn how to have Smart, Positive, Active, Realistic, X-factor thoughts. Simply go to <http://www.sparx.org.nz/> to get started.

# SOAR ONLINE



You may like to think about the following to help prepare yourself to work successfully at home:

1. Attendance and participation is still the key – be self-motivated and resilient (success, opportunity)
2. Positive and respectful relationships are still important online (respect)
3. Utilise your bubble networks for help and support (ako)
4. Draw upon your own strengths to support each other, feel safe sharing your culture and prior knowledge (ako)
5. Set high expectations for yourself and your achievement (opportunity)
6. Use this opportunity to improve your digital fluency and problem-solving skills – take tutorials to get the best out of your learning programmes (opportunity)
7. Be empathetic towards others
8. Put your health and your family first and continue to follow all government advice in order to stay safe



# ONLINE SUPPORT

**pcMedia** is extending remote support services to students at home.

This is limited to supporting applications students use for school purposes and assisting in connecting the student device to the internet.

For any support requirements please email:

**[support@pcmedia.co.nz](mailto:support@pcmedia.co.nz)**

from your school email account. Please provide your name and a phone number, along with the issue that needs resolving.

If you are unable to email from your school account, please add your school name to the subject line of your email.

Upon receiving your email, one of the PCMedia team will come back to you with the steps we need to take to resolve your issue. They may need to remote into your device, in which case they will need you to download a Teamviewer application from their website:

<https://www.pcmmedia.co.nz/support/>

One of their staff will assist with this process.

Please note hours of service are from 8.30am to 5.00pm, Monday to Friday. They will be with you as soon as staff are available and appreciate your patience.



*As a last resort, please contact PC Media on 0800 578 1100. Please be aware that non-school related issues will not be able to be addressed as part of this service. All care will be taken in resolving your issues, although pcMedia takes no responsibility for non-school faults or hardware failures.*

# TV SERVICES

Home Learning TV | Papa Kāinga TV and Mauri Reo, Mauri Ora is still available to view.

Remember you can watch all of the great programmes and lessons anytime. For Home Learning TV | Papa Kāinga TV go to TVNZ OnDemand.

[Home Learning TV - TVNZ OnDemand website](#)

Teachers and parents, you'll find lesson plans and other supporting resources on the Home Learning TV webpage.

[Home Learning TV | Papa Kāinga TV](#)

For Mauri Reo, Mauri Ora visit the Māori Television website or the Kauwhata Reo website.

[Māori Television website](#)

[Mauri Reo, Mauri Ora - Kauwhata Reo website](#)



# ONLINE RESOURCES

The Ministry of Education has launched two website in response to the sudden requirement for schools and parents to provide distance learning, [Learning from Home](#) and [Ki te Ao Mārama \(in Māori or English\)](#). These websites include resources for teachers, leaders, parents, and whānau. Resources span the learning pathway from early learning through to senior secondary, and more resources will be added as they're developed.

Other resources that might be useful:

- Work may be set by various teachers through [Education Perfect](#). If your teacher has set you up log on using your Nayland College email and password.
- [ETV](#) provides a huge range of recorded TV programmes and live internet TV from across the world. Have a look - some people think the selection is better than Netflix! Just log in using your Nayland College email and password.
- [Wheelers E-Books](#) Thousands of new titles now available to read on e-books! Just log in using your Nayland College email and password. The [Nayland College Library](#) site also has a fantastic selection of links, including to the public libraries.
- [Ki te Ao Mārama](#) is a new online space on [kauwhatareo.govt.nz](#) that provides whānau with practical advice, guidance and resources to use with their tamariki. It's also intended to support the learning plan that kaiako may have prepared for their ākonga.
- [Mr. Science](#) - At 11:00am each school day during the lock down our own Mr Science (Sterling Cathman) is doing a 'viral lockdown series' exploring science. Log in through zoom code: 265-351-3815.
- [Study IT](#) – NCEA help from real students and teachers in Maths, English, and Science.
- [BBC Bitesize](#) – Revision site aimed at students with the [KS3 section](#) being suitable for Juniors and the [GCSE section](#) for Seniors / NCEA.
- [BBC Teach](#) – Great collection of short videos (usually from BBC TV shows), to support a huge range of subject areas and learning levels.
- [Alison](#) – Huge number of online courses in a wide range of subjects: IT, Health, Languages, Humanities, Business, Maths, etc.
- [Khan Academy](#) – Masses of great lessons in many subject areas, most supported by short, explanatory videos with tasks and activities to reinforce learning.



**NAYLAND  
COLLEGE**

**Nayland College**

166 Nayland Road, Nelson,  
New Zealand

Tel: +64 3 547 9769

Fax: +643 547 3498

Email: [xtend@nayland.school.nz](mailto:xtend@nayland.school.nz)

[www.nayland.school.nz](http://www.nayland.school.nz)



**Microsoft**

Showcase School