

Meridan State College 2022

A Parent's Guide to Learning from Home



January 2022

Executive Principal's Message

Dear parents and carers

Meridan State College is well-prepared for Learning at Home. The health, emotional, social and academic well-being of our college community remains our priority and I want to assure you that we will continue to support your family over these uncertain times

I would like to acknowledge my staff and thank them for their dedication and collaboration to ensure best practice during Learning at Home. The core online learning tools that we use in our classrooms, remain those that we will use during online learning.

I would also like to acknowledge our parent community; be assured that your role during Learning at Home, is not to replace your child's teachers, but rather to support the learning which will come from your child's teachers.

The following pages contain information to assist you and your family. Please take the time to read through this document and keep for your reference.

May I direct you to two important websites which provide students with key information about their studies:

- Canvas <http://meridansc.instructure.com>
- Student Email <http://outlook.office.com>

Canvas provides all learning materials, assessment items, links and a direct line to their teacher.

Emails should be checked each day for important messages, updates, notices and any changes to routine.

The [Department of Education](#) and [QCAA](#) provide regular schooling updates and responses to frequently asked questions for parents and guardians. I encourage you to follow both on social media platforms to receive updates related to secondary schooling.

At Meridan State College, our vision is that we are learning together to achieve our best. Your child is an important member of this learning community and should you need support



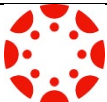

Meridan also subscribes to [SchoolTV for parents and guardians](#). This world-first, well-being platform includes fact sheets, suggested books, apps, websites and much more. SchoolTV is an independent platform that uses up-to-date content from Australian organisations such as Headspace, Beyond Blue and Reach Out.

It is designed to empower, connect and inform with credible and sound information as well as provide realistic, practical and ongoing support strategies for parents and guardians, for example this report on [instilling hope in uncertain times](#). I encourage you to spend some time having a look.

Regards
Kerri Jones
Executive Principal

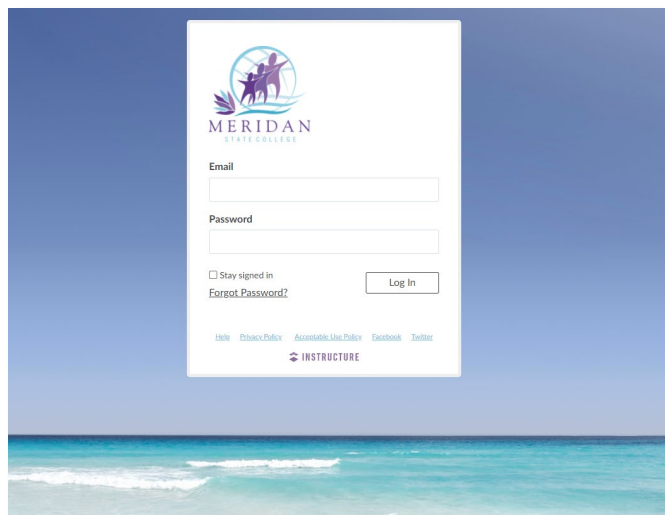
Learning at Home

At Meridan, we are well prepared for learning at home. Our suite of core learning apps, including our Canvas LMS, builds creative lesson content and strong collaborative practices.

Before learning at home	 <p>Teachers will make contact with students via email providing them an overview of the week.</p>	Students should follow their school timetable and go to their Canvas course at the time indicated on their timetable. Timetables will be sent via email on 29/1/22.
Attendance	 <p>SMS text messages will be sent to parents for student absence to gather information about student wellbeing or check for IT issues.</p>	Attendance will be taken in session 1 classes. Students are expected to follow their timetable and login to their Canvas classroom as this will be used as an initial attendance record.
Daily routines	 <p>Canvas By the start of each lesson the teacher will post an announcement containing key messages, links to lesson resources, and a link to the Teams meeting.</p>  <p>Microsoft Teams Teachers will host live sessions on Teams for a range of direct instruction, group discussion, and Q&A support for their class.</p>	<p>Students will be expected to engage with the learning materials and participate in Teams meetings before submitting work to their teacher on Canvas.</p> <p>Teams meetings can be accessed via the Canvas classroom, or may be sent as an email calendar invite.</p>
Where to go if you need help?	<p>Your child's teachers are the first point of contact for all curriculum and Canvas related enquiries.</p> <p>For technical support such as not being able to access email / Teams / Canvas:</p> <ul style="list-style-type: none"> • please call 5490 2616 or • email mlp@meridansc.eq.edu.au 	<ul style="list-style-type: none"> • Teachers can reset student' school passwords • Students can reset their Canvas password using the '<i>Forgot Password?</i>' link on the login page • The Meridan IT Help Desk is open before school (from 8:00am), first break (11:15-12:00pm), and after school every day

Online Learning Tools

Canvas is our Learning Management System (LMS) and is where learning activities, assessment, and grades can be found. Every subject a student is enrolled in has its own course in Canvas. Students use Canvas to engage with learning materials, communicate with their teacher and peers, and submit work for feedback and grading.

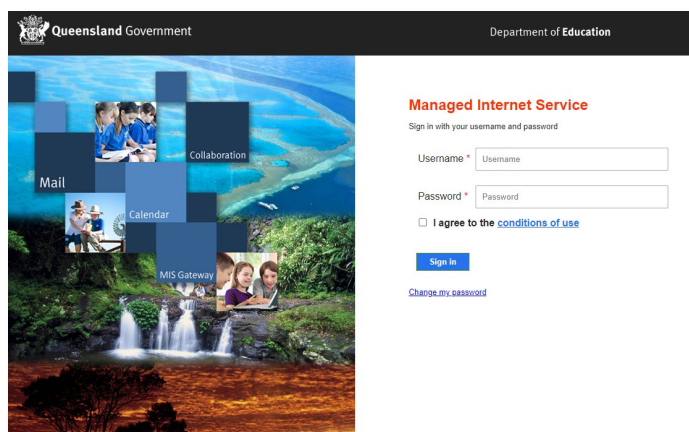


The Meridan SC Canvas login page

<https://meridansc.instructure.com/login/canvas>

Email is used at Meridan to communicate formally with students such as:

- key messages and updates from the school's executive team
- operational matters such as subject changes
- appointments and extra-curricular activities



The Office 365 Department login page

Email services are provided through Microsoft Office 365

<https://outlook.office.com>

Microsoft Teams is a video conferencing platform and is used at Meridan to host meetings online so teachers and students can chat in real time. Students use Teams to learn directly from their teacher as well as being able to ask questions or discuss topics as a group with their peers.

Our Support Team

If your child experiences difficulties with Learning at Home, please ensure they contact their relevant classroom teacher.

The **Meridan IT Help Desk** supports students with technical enquiries and is operating as per usual during the learning at home period. The IT Team can help with resetting passwords, getting devices connected and setup for learning, assigning school hire laptops and more. Contact the IT team by calling 5490 2616 or email mlp@meridansc.eq.edu.au

If, however, your child is experiencing ongoing and specific concerns with learning across a number of subject areas, please contact your child's Head of Department or Deputy Principal. If you require further subject specific information, please contact the relevant curriculum Head of Department.

Position	Name	Email
Head of Department – Senior Schooling Year 11 & 12	Peter Lawrence	plawr11@eq.edu.au
Deputy Principal – Senior Schooling Year 11 & 12	Natasha Wicks	nwick10@eq.edu.au
Guidance Officer – Year 11	Andrea Appelman	aappe1@eq.edu.au
Guidance Officer – Year 12	Toni Clarence	tclar9@eq.edu.au
Heads of Department		
English	Bree Moyls	bmoyl4@eq.edu.au
Mathematics	Andrew Manttan	amant7@eq.edu.au
Science	Kylie Dickson	kdick39@eq.edu.au
Humanities, LOTE and Business	Anthony Grimbergen	agrim38@eq.edu.au
The Arts	Pia Manttan	pmant9@eq.edu.au
Health and Physical Education	Ross Stewart	rstew101@eq.edu.au
Design Technology (Incl. Early Childhood and Hospitality)	Lorraine Lehmann	lleh1@eq.edu.au

Keeping in Touch

On the home page of the school's website – www.meridansc.eq.edu.au – the 'Latest News' section contains important information and messages.

The school communicates news through the following social media accounts:

- Facebook <https://www.facebook.com/MeridanStateCollege/>
- YouTube: <https://www.youtube.com/channel/UCIphnesg-kVhKGx4choRouQ>

Updating Student/Parent Contact Details

School communication to parents/guardians is generally sent via email or SMS. It is important that the school can contact parents and guardians. Please email admin@meridansc.eq.edu.au to advise of any change to student or parent/guardian personal details (including email, mailing address, home phone, mobile or emergency contact details). The email should state the student's name, Year Level and ID number.