



Communicating with Teachers

Ongoing communication between students, teachers and parents will be important over the coming weeks.

Teacher – student communication

Students will be able to engage with their teachers at various times throughout the school day. We are currently planning for asynchronous online communications only between teachers and students, that is, communication that doesn't occur in real-time. Students might ask a question or share their learning in *SeeSaw* or *Showbie*, and there will be time-lag before the teacher is able to respond. Teachers are aiming for same-day responses to any questions that students might have about the lessons or the learning.

At this stage, we do not have access to synchronous (ie. real-time) ways of supporting communication between teachers and students. We are awaiting Education Queensland's release of Microsoft Teams for student use which may include video conferencing capabilities.

Communication with students will look like this:

9.00 - 11.00am	Teachers (including specialist and student support staff) will be online and communicating with students, monitoring and responding to student learning.	<i>SeeSaw, Showbie</i> Students in years 4 - 6 can also use email.
2.00 - 3.00pm	Teachers will be communicating with individual students and/or parents. They will be monitoring completion of lessons and will be available for questions, feedback and reflection.	Phone and/or email <i>SeeSaw, Showbie</i> and/or email

Teacher – parent communication

Parents should continue to see the class teacher as the first point of contact for most questions. The best way for parents to contact teachers is by email. We do not use *SeeSaw* or *Showbie* for parent contact. You may wish to contact specialist teachers and student support staff. A staff email list is available [here](#).

Parents may contact staff by phone if necessary and messages can be left at the office. Teachers will return phone calls within 24 hours.

Teachers will make phone contact with each member of their class each fortnight. This conversation might occur with the parent or with the child and will be an opportunity to check-in on learning and wellbeing.