



WELLSFORD SCHOOL

31 January 2012

Dear Parents/Caregivers

Welcome to a new school year and to our new digital classroom. As most of you will know from parent meetings last year our new digital class will feature 1:1 iPads for each student. Each child will have access to Apple computers and a range of other technology that will be integrated into their learning. I have outlined below some of the things we will be doing and important information for you to know.

iPads

Students who have leased an iPad from the school are responsible for its safety. It should not be used by anyone other than immediate family members and insurance will be as per your signed agreement with the school. It is the students responsibility to take all appropriate steps to keep the iPad safe and in a neat and tidy condition. Please do not write or engrave on the case or iPad. For parents who have purchased an iPad for their child this does not apply to you. All iPads will be locked in the classroom when we are not in it, and students will not take their iPads out at lunch or break times and they will remain locked in the class until the teacher is present.

Cyber Safety

As we are a digital classroom, cyber safety is a very important aspect of our day to day operation. Our internet is already policed by the Ministry of Education approved 'Watchdog', which filters out inappropriate content at school. All student email is able to be monitored by me, as well as student's individual blogs. Any photos posted on student blogs or the class blogs will have first names only. No other personal information will be allowed as per our school internet policy. Cyber bullying of any type will not be tolerated and will be dealt with very sternly by the school. If you have internet access at home, it is up to you to determine what sites are appropriate for your child as our internet filter only works when connected to the school network. You can always contact your internet provider if you want to change your access settings.

Google Docs

This year our class is going to run a bit differently from traditional classes. We are using Google Docs, which is a cloud based suite of tools, very similar to Microsoft word. Students all have their own email address and access to document creation (like word), spreadsheets, and presentation tools (like powerpoint). I have overall access to email and all work they create.

Timetable

Students will have access to a daily timetable via Google Docs. This year we are trialling an individualised timetable. Students will have a number of activities that they need to complete at different times, and other activities which they will complete when they are not working directly with me or as a whole class. Students will have full access to their timetable and are responsible for completing all work to a high standard.

Blogs

As we did last year, we will have a class blog and each student will have an individual blog. Students will be updating their personal blog weekly with things they have been doing as well displaying work they have completed. This will encourage students writing skills and discussion and feedback. Students have the choice of continuing their blog at the end of the year with their own (or parent) monitoring, otherwise the blog will be deleted. We have a class blog that will also highlight the things we are doing in class -

www.wellsfordroom6.wordpress.com

This year we are lucky enough to be linked with other school blogs from overseas (2 schools in the UK and one in Canada) where students from these schools will visit each other's blogs weekly to read what they have been learning and to comment on each other's blogs. As always this will be monitored by the teachers of all of the classes. This is a really exciting opportunity and will give our students interaction with other classes around the world and hopefully later in the year, the possibility of a meeting via Skype.

Homework

Homework will be posted on our class blog. Students will often have a mini project or activity to complete. Spelling words for the week will be posted as well. It is my expectation that all students should practise their spelling words daily, ready for our test on Fridays and should spend at least 10 minutes a night practising their basic facts with one of the math apps on their iPads. Students also should be reading at least 20 minutes a night. They have access to iBooks on their iPads that have some eBooks; otherwise we will still be visiting the school library weekly for books. Homework is due every Friday morning unless otherwise stated. If students do not have internet access at home they are able to copy homework and spelling words into notepad which they can access without the internet and are able to visit the school library at lunchtimes for research if needed.

Expectations

It is my expectation that all students in my class follow our class rules. They are responsible for completing all their work on time to a high standard. I also expect all my students to treat each other with respect and kindness at all times and to treat the equipment carefully and appropriately. These expectations and student responsibilities around the internet and cyber safety will be discussed during class so all students are aware of their expectations as well.

If you have any questions or just want to have a chat about your child or anything we are doing in class, please feel free to contact me via email- tracyti@wellsford.school.nz or pop in after school. If you need a longer meeting please make an appointment via the school office.

Regards

Tracy Tindle
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