

Remote Learning - Senior School Information

The VCAA has provided advice on delivery of the VCE under Remote Learning conditions and the following information applies to all Princes Hill Secondary College Senior School students.

The Victorian Government is mindful of the significance and importance of Year 12 and has applied an approach designed to minimise disruption for senior secondary students.

The Victorian Curriculum and Assessment Authority (VCAA) is ensuring that no student is disadvantaged because of COVID-19 and has established procedures so that all VCE students receive fair and valid results. They continue to monitor VCE and VCAL throughout this time. [COVID-19 Advice](#)

The following adjustments to the delivery of VCE apply:

- The General Achievement Test will be held on Wednesday, 7 October 2020.
- VCE written exams will begin in the week commencing 9 November and be completed by 2 December 2020. Further information about examination dates can be found on the [2020 VCE Examination timetable](#) page.
- School-based assessment tasks will be reduced where possible to relieve some pressure on students as they move to remote and flexible learning arrangements.
- 2020 Victorian Certificate of Education (VCE) and Victorian Certificate of Applied Learning (VCAL) results will be released to students at 7.00am on Wednesday 30 December 2020
- While there may be a difference in timing this year, there will still be a transparent and consistent process to facilitate tertiary entrance in 2021. Institutions across the country are committed to ensuring 2021 entrance is open and available to students completing their VCE in 2020.

VCAA Links

- [COVID-19 Advice](#)
- [Continuity of Learning for Senior Secondary Students](#)
- [VCAA Authentication Record for School-based Assessment Form](#)

VCE

For the remainder of the year the Senior school attendance policy will be suspended.

VCE students are required to continue to participate in all subject class/instruction, complete and submit tasks/set work and assessments.

Students are expected to meet all work requirements and the equivalent of at least 50 hours learning to attain an S for any unit. If a student is not engaging regularly they will not meet the requirements of the unit and receive an N for the unit.

VCE students are required to continue to participate in all subject class/instruction, complete and submit tasks/set work and assessments and adhere to authentication requirements. See **Authentication of Work** section below.

Follow your teacher's **exact** instructions particularly around the conditions that assessments are to be done.

It is highly recommended that students communicate regularly with their teachers and seek assistance from the Senior school team and the Wellbeing team. See **Communications** section below.

Student must also follow the [PHSC Remote Learning Expectations - Students](#).

For all VCE Unit Outcomes it is very important that teachers are able to authenticate student work. Students must ensure that all unacknowledged work submitted for assessment is genuinely their own. VCE students must complete and declaration of authenticity with formal assessments and when required by the teacher the [Authentication Record for School-based Assessment form](#). This declaration must be submitted with the assessment task and acknowledges that the work is the student's own. If any part or all of the work cannot be authenticated, the matter is a potential breach of VCAA rules. **Any work that cannot be authenticated will need to be repeated once on-site.**

Therefore, students should ensure they date and keep all drafts, notes, plans, classwork, revision notes etc. These can be shown to teachers to help authenticate student work when we're back at school. Students are encouraged to keep all work and not to throw out anything that could be used as evidence of learning.

Students are expected to understand and adhere to the Rules for assessments.

All assessments require students to sign a **declaration of authenticity** or where required by the teacher completion of the [Authentication Record for School-based Assessment form](#).

Achieving Outcomes

Students should still be able to demonstrate that they understand the key knowledge areas and achieve the outcomes in a unit for an S or N. Teachers will use submitted tasks/ homework and other work as evidence that demonstrates the students understanding of each Area of Study /Outcome.

Remote Coursework

- It is important for students to consider their environment when completing coursework/assessments and ensure it is free from potential distractions or interruptions during the time allocated to the task.
- Students should upload completed work by the set time and date together with the signed authentication form where required.

Graded Assessment

Each SAC will have a *Compass Event*. Students must check *Compass Events for specific SAC instructions* (e.g. school entry location, infection control measures start and end time, room allocation etc.)

Students should ensure they arrive 15 minutes prior to a SAC.

Our planning of on-site assessments for Unit 3 SAC's is consistent with VCAA and Department of Education guidelines. We will be carefully conducting these on-site assessments with strict adherence to Department and public health guidelines regarding physical distancing, sanitation and infection control.

On arrival to the school students are expected to follow all of the steps below:

Step 1: Upon entry immediately use the hand sanitiser provided.

Step 2: Follow instructions from staff at entry and proceed directly to your allocated room adhering to physical distancing of at least 1.5 metres.

Step 3: Upon arrival to the room wait until you are directed to your seat by a staff member, maintaining physical distance.

Step 4: At the completion of the SAC students will remain seated, depart only when instructed, and use hand sanitiser on exit from the room.

Step 5: Students must depart the school site immediately following a SAC unless they have been granted permission to remain on-site by the Assistant Principal.

Hygiene and Sanitation

- Cleaners are on-site and hand sanitiser is readily available.
- Each room will be deep cleaned prior to student arrival and directly after they depart.
- Toilet facilities will be deep cleaned prior to student arrival. Cleaners are on-site during the SAC to clean touch points and bathrooms.
- Larger rooms are set up to host the SAC's. Rooms have air flow - with windows for ventilation, desks are spaced 2 metres apart and hand sanitiser will be available in the room.
- Staff will ensure all on-site and physical distancing protocols are adhered to.

Please see: [VCE Student Guidelines for Remote Assessment](#)

- Teachers are to utilise student work/drafts/practice SAC result together with any other coursework result to determine if the student has met the outcome to a Satisfactory or Not satisfactory level.
- During remote learning no on-site SAC assessments will occur.
- Remote Assessments - refer to the [VCE Student Guidelines for Remote Assessment](#)
- SATs will continue to run as possible. Work **MUST** be authenticated by the teacher with the specific VCAA form completed.
- In-school SAC - you will be advised if a SAC will be conducted at school and provided with the **physical distancing** instructions to adhere to- refer to *Procedures for on-site Assessments*
- Remote Assessments - refer to the [VCE Student Guidelines for Remote Assessment](#).
- If SATS/SACs are not submitted, the student will not qualify for feedback or scored result unless a medical certificate is forwarded to the class teacher & coordinator.
- If a student is unwell, has a medical certificate and forwarded to the teacher and coordinator, they will be provided with a new due date.
- When necessary teachers will utilise student work/drafts/practice SAC and other coursework results to derive a score that is then subject to moderation. The result will later be verified once school resumes.



If any part or all of the work cannot be authenticated will be considered a potential breach of VCAA rules, be investigated and the work will need to be repeated once on-site.

VET

VET students are required to continue to fully participate in all subject class/instruction, tasks/set work and assessments as provided by your trainer.

It is highly recommended that students communicate regularly with their trainers and seek assistance from the Senior school team (VET Coordinator 9389 0629 or floudiotism@phsc.vic.edu.au) and the Wellbeing team as needed. See **Communications** section below.

Students must follow the VET remote learning instructions provided by your trainer. If you are unsure, please contact Maria.

Students are also expected to regularly check their student emails for any updates Maria sends in relation to your course.

Student must also follow the [PHSC Remote Learning Expectations - Students](#).

VET students are expected to attend all classes at their normal scheduled time via remote online learning. All students have received information from their trainers about making remote contact for lessons. Note that the arrangements for online learning vary between providers so you must follow the instructions from your trainer. If students have difficulty they should contact their trainer in the first instance. PHSC receives information about student attendance at all classes so will follow up any absences.

VCAL

VCAA advise that VCAL students will have more time to complete their courses and this will be consistent with the revised dates for the VCE.

Refer to the [VCAL Home Page](#) and [VCAL Remote Learning Term 3 2020](#).

VCAL students are required to continue to fully participate in all subject class/instruction, tasks/set work and assessments.

It is highly recommended that students communicate regularly with their teachers and seek assistance from the Senior school team and the Wellbeing team. See **Communications** section below.

Student must also follow the [PHSC Remote Learning Expectations - Students](#).

Contacting Teachers

It is recommended to regularly communicate with your teachers during school hours. Your teachers will have provided you with the best method of communication though most use email and Compass.

Contacting the Senior School Team (School Hours)

Position	Name	Phone	Email
Senior Sub School Leader	Dani Crew	9389 0623	crewd@phsc.vic.edu.au
Year 12 Coordinator	Andy Kemp		kempa@phsc.vic.edu.au
Year 11 Coordinator	Murray Mathieson		mathiesonm@phsc.vic.edu.au
VCAL Coordinator	Sue Tyrie		sueturie@phsc.vic.edu.au
Careers/VET Coordinator	Maria Floudiotis	9389 0629	floudiotism@phsc.vic.edu.au

Student Wellbeing During Remote Learning

At Princes Hill Secondary College, our student wellbeing program focuses on providing relevant and meaningful support and information to all students, their friends and families about their emotional, social, mental and physical wellbeing. While we are engaged in home learning, the wellbeing support program will continue to provide support to young people via phone, zoom and email.

Call **9389 0617** during school hours to speak to Felicity, the Student Wellbeing Coordinator or email marlowef@phsc.vic.edu.au to discuss any wellbeing or mental health concerns you have. You can also call to chat about a friend you are worried about. Parents and carers are very welcome to contact Felicity to talk about the support needs of your child. Information and referrals to external supports can also be provided. Appointments with the PHSC Educational Psychologist (Kelly), or our Mental Health Practitioner (Jess) can also be requested by contacting Felicity.

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