# Pre-emptive school learning from home plan

Learning from home should only be considered if relocation has been proven to not be feasible, including when a school and region have not been able to identify a suitable host school, or where there is another inhibiting factor that means relocation is not possible. To continue the continuity of education, develop a plan to conduct learning from home where safe to do so, in consultation with the regional emergency management staff. The plan should be reviewed by your senior education improvement leader (SEIL) prior to approval by your Regional Director.

|  |
| --- |
| **SCHOOL DETAILS**  |
| **School/Campus Name:** | **Principal:** | **Contact Number:** |
| **School Address:** |
| **Number of enrolled students:**  | **Students planned to learn from home:**  |
| **Number of staff:**  | **Staff available to teach from home:**  |

|  |
| --- |
| **Home learning arrangements** |
| Method of learning | Outline how learning will be provided, when this will be supplied and how learning resources will be accessed  |
| Technology availability (consider how learning can be supported if internet access or power is not available)  | Outline what technology is available for students and what the continuity arrangements will be available if there are disruptions.  |
| Staff available to facilitate learning from home  | Consider staff availability and any personal bushfire safety plans that may impact ability to provide learning from home.  |
| Student health and wellbeing plan | Outline what is in place to support student health and wellbeing  |
| Additional considerations  | List any further considerations |
| **SCHOOL** |
| Parents/carers and school council have been consulted about the learning from home arrangements  | Please list any concerns raised and describe how these have been resolved. |
| School staff have been consulted about the learning from home arrangements |  |
| Outline how it will be confirmed that no students arrive on site on the closure day |  |
| Consideration of children requiring Outside School Hours Care and communication provided |  |
| **STUDENT TRANSPORT** |
| Will there be any student transport services impacted for other schools? | Outline any other impacted schools and how the learning from home plan has been communicated to them.  |
| **COMMUNICATIONS** |
| Outline communication arrangements  |  |
| Other users of the site (such as sporting and community groups) have been advised of the learning from home plan and alternative arrangements made as required.  |  |
| Support services (including mobile library, SSS, school nurses, volunteers, canteen staff and crossing supervisor) have been notified of the learning from home plan and how they will be informed. |  |
| **OTHER CONSIDERATIONS** |
| For example: Financial implicationsIf there are financial implications, please itemise these costs. |  |
| Other: |  |

**These arrangements are agreed upon by the undersigned:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature of the Principal of Relocating School) (print name) (date)

**Approved by**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature of the Regional Director) (print name) (date)