**Whole team briefing**

[**Orientation lessons**](https://docs.google.com/presentation/d/1ZD5IklMAGGe6gEOTPQgZgmeY8kAvYo5PS48XAL1nsZE/edit?slide=id.g375e082e527_0_25#slide=id.g375e082e527_0_25)

[**Timetable**](https://docs.google.com/spreadsheets/d/1QCEwcpp_hsxonuEvZkObztLehQ21EBFCLTYyaEk64Wk/edit?gid=1065389187#gid=1065389187)

**Term 1.1- JC Unit of study and room**

|  | Anthony | Patrick | Rhian |
| --- | --- | --- | --- |
| Monday | Y6- Cospaces (Lab 2)  Y5- EV3/ Podcasting (Lab 2)  Y3- Gafe (Lab 2) | Y6-Sphero/ Swift (Lab 1)  Y5- Co Spaces (Lab1)  Y3- Keynote E-book (Lab 1) |  |
| Tuesday | Y6- Cospaces (Lab 2)  Y3-Gafe (Lab 2) |  | Y6- Sphero/ Swift (Lab 1)  Y3-Keynote E-Book (Lab 1) |
| Wednesday |  | Y4-TinkerCAD (Lab 2)  Y3-Gafe (Lab 2) | Y4-Canva App/ Sphero (Lab 1)  Y3-Gafe (Lab 2) |
| Thursday | Y6-Cospaces (Lab 2)  Y5-EV3/ Podcasting (Lab 2) | Y6-Sphero/ Swift (Lab 1)  Y5-Co Spaces (Lab1) |  |
| Friday |  | Y4-TinkerCad (Lab 2) | Y4-Canva App/ Sphero (Lab 1) |

**First day back procedures (Thursday)**

[**Students of concern check the doc here!**](https://docs.google.com/spreadsheets/d/10rRpUtdC-O9F3OCQDOpsTbJkVc0ylyAkvi68HgOcqCo/edit?usp=drive_link)

• **Teacher Presence:** All Year teachers are expected to be on the playground **early, by 7:45 am**. Specialist teachers should also **come down to say hello**.

• **Class Start Time:** All classes can begin at **8:00 am on the first day** to accommodate new routines for some children.

• **Bell System:** There will be **one bell for all classes starting at 8:00 am**, with separate bells for different timings beginning on Friday.

• **Specialist Lessons:** Specialist lessons for Years 1-6 will **only begin after the first break on the Junior Campus**.

**Friday 15th**

All lesson will take place as normal including duties, unless specifically stated by the class teacher or HOY (e.g. Foundation classes)

Morning briefings will go ahead.

**Operational expectations (staff)**

* Planning needs to be easy to understand for ALL staff. It is an expectation that you check the planning ahead of time to know what we doing and what resources we need preparing.
* We are in the classroom 5mins before the start time of the lesson to welcome the children.
* We greet the children at the door- we expect common courtesy from them (eye contact, pleasantries)
* Strong routines embedded that work for your classes
* We make a REAL effort to learn the children’s names. Avoid generic phrases ‘You boy/ girl/ my love darling etc’
* We are proactive at all times. We look for tasks that need completing and not waiting for instructions
* We are teaching at an appropriate level of pace. Keep lengthy direct instruction to a minimum. Think about working memory of children and how much they can listen to in one sitting.
* TAs to be working with groups of children where possible and reduce ‘Floating’ support unless specifically needed e.g. orientation lessons
* Being available when we do not have contact time with the children. Communicate via teams to support each other.
* Questioning is one of our main foci this year. No hands up.
* Contributions to the wider school life is expected: trips, events, workshops etc.
* If there is an issue, its an expectation that you communicate this to someone before problems escalate.
* We show respect to each other during meetings by being present and active. No working on side projects during discussions