



# STUDENT HANDBOOK

T H O M A S   R E D D A L L   H I G H   S C H O O L

For Use During COVID-19 Pandemic

2020



# THOMAS REDDALL HIGH SCHOOL

## LEARNING FROM HOME MODIFIED TIMETABLE

08:20 AM to  
09:05 AM

**Period 1** - Log in at 8:20 am with teacher

10 minute break

09:15 AM to  
10:00 AM

**Period 2** - Log in at 9:15 am with teacher

10 minute break

10:10 AM to  
10:55 AM

**Period 3** - Log in at 10:10 am with teacher

10 minute break

11:05 AM to  
11:50 AM

**Period 4** - Log in at 11:05 am with teacher

30 minute break

12:20 PM to  
01:05 PM

**Period 5** - Log in at 12:20 pm with teacher

10 minute break

01:15 PM to  
02:35 PM

**Independent Learning Time**

## INDEPENDENT LEARNING TIME

### JUNIORS

- 30 minutes reading
- Mathspace
- Assignments
- Complete unfinished class activities
- Extra help from teachers
- Physical activity
- Check emails on portal
- Extension activities
- Wellbeing activities

### SENIORS

- 30 minutes reading
- Assignments
- Complete unfinished class activities
- Extra help from teachers
- Physical activity
- Check emails on portal
- Extension activities
- Wellbeing activities
- Depth Study, PIP, practical work,  
major project work
- Practice exam papers
- Study notes, summaries, revision  
for all subjects

*All staff available for extra help during Independent Learning Time.*



## When should I do schoolwork online?

The core operational hours for the school are between 8:20 am and 2:35 pm - Monday, Wednesday, Thursday Friday and 8:20 am and 1:15 pm on Tuesday. There is an expectation that you are online at some time during these hours. It is recognised that these arrangements are flexible and that you should take appropriate breaks during this time. It is also recognised that you may have to share access to computers and internet at home and you may want to complete some work outside of these hours. However, your teachers will limit their interactions with students to timetabled lessons in Google Classroom.

## How do I work online?

- **Thomas Reddall High School will be delivering online learning using Google Classroom.**
- Connection to Google Classroom is done through your Student Portal using your school login.
- Once logged in to your Student Portal, access Google Classroom through the Google Suite.
- You will need to enrol in the Google Classroom classes for each of your school academic classes using a specified code (see codes attached).
- There will also be a Wellbeing Google Classroom for each Year Group, run by the Year Advisor and a Learning and Support Google Classroom for students having difficulties with work. There will also be additional literacy and numeracy activities and support for students.
- Once you enrol in each class, you will be able to join and participate in Google Classroom for these subjects.

## What should I be doing each school day?

- Get up and get dressed.
- Have breakfast, brush your teeth and wash your hands.
- Log into your Google account and online learning.
- Check in with your teacher in some form, either directly in class meetings or by completing and turning in work through Google Classroom. When students sign in to their Google class they should ensure they respond to the attendance question posted by their teacher.
- Students are encouraged to follow their normal timetable. Teachers will be online in Google Classrooms at the normal timetabled time. This is when students will be able to ask questions and seek clarification from teachers. We understand this may not be possible for some students who are sharing devices. Students are encouraged to complete the work when they can. Teachers will be able to see if students are completing work over a period of time. Teachers will also be available during the 'Independent Study' period. Whilst teachers will endeavour to respond to student questions, there are times the teachers will not be able to do this immediately.
- Seniors should continue to work on any assessment tasks they have. Note that all assessment due dates have been suspended for the remainder of Term 1. Information regarding assessments will be updated in Term 2.
- Contribute to class discussions and participate in class meetings organised by your teacher.



- Now that you aren't at school, make sure you still get lots of exercise at home. Eat as well as you can and look after your physical health and wellbeing.
- Contact your teacher if you need help.
- You should contact your teacher through Google Classroom. Student Learning and Support Officers (SLSOs) will be assigned to support students who are experiencing difficulty.

## How do I work safely and respectfully online?

- Find a suitable common space in your house to work outside of your bedroom.
- Only connect with your own login details and never share these details with others.
- Be a respectful online learner at all times. That is, you must not behave in a manner that is offensive, threatening, abusive, defamatory or would otherwise be considered bullying.
- Treat your online teachers and fellow students with respect, and respect the views of others during class discussions and messaging.
- When participating in online learning you are participating in activities related to the school and so have to abide by normal school rules. Students breaching these rules will be dealt with using the normal discipline policies and procedures.
- Any student found behaving in an inappropriate manner online may have their access to our school online learning suspended until the matter is resolved, and the student can demonstrate that they can behave appropriately.
- Do not use any computer to hack or bypass any secure school or Department of Education systems or websites.
- Do not use any computer to access or share any content which would be considered inappropriate such as discriminatory, violent or pornographic content.

## What if I don't have online access?

Workbooks can be provided which are similar to the content that is being delivered online, so that no student is disadvantaged by their chosen platform for learning (online or workbooks).

If you choose the workbook option, there is no need to go online through Google Classroom and submit work. You can contact your teacher through this platform, but all of your work must be completed in the workbook provided.

**You only need to be engaging with one platform to avoid any confusion. You cannot engage in a combination of online learning and workbooks.**

It is important that this work is completed and returned to us promptly. Fortnightly you will receive an envelope which contains your workbook as well as a 'reply paid' envelope. Please use this envelope to post your work back to us. As they are 'reply paid' envelopes, you will not need to pay for postage. Please drop them in your closest red Australia Post Box after Friday of even weeks (Week 2, 4, 6, etc). We would really appreciate your prompt attention to this so that we know you are on track with your learning. During Week 2 you will receive the package for Weeks 3 and 4. This workbook needs to be placed in the post promptly after Friday of Week 4. The workbooks will be checked by staff and feedback provided in the next cycle. We will continue with this cycle until we are advised we can resume school as normal.



## How can I keep in contact with my teachers?

- Teachers will contact students by email, Google Classroom or by phone call. Teachers will use the student home phone or parent/carer number listed on our computer systems. They would not normally ring you directly, unless by special arrangement with your parent/carer.
- Communicate with your teachers using Google Classroom.
- You can also contact your Year Advisor through the Wellbeing Classroom set up for each year group.
- A teacher has been allocated to call each student's parent/carer on a weekly basis. It is likely this call will come from an unknown number. If the call is not answered staff are unable to leave a number for you to call back. You can arrange with the teacher who contacts you to call your parent/carer at a regular time each week.
- If you are having issues with your Student Portal access then please email this address:

[thomas.redd-h.school@det.nsw.edu.au](mailto:thomas.redd-h.school@det.nsw.edu.au)

Note that this ONLY applies to username and password issues. We are not in a position to solve WiFi or other connectivity problems.

# Learning from home in case of school closures

## Supporting your child's learning at home

### Parent responsibilities during remote learning

Provide support for your children by:

- establishing routines and expectations
- setting aside a space for your child to work in
- monitoring communications from your child's teachers
- beginning and ending each day by asking about your child's learning
- taking an active role in helping your children with their learning
- encouraging physical activity and/or exercise
- remembering that your child might be stressed or worried during this time
- monitoring how much time your child is spending online
- keeping your children social, but setting rules around their social media interactions.

### Student responsibilities during remote learning

These responsibilities should be adjusted according to the age of your child:

- establishing and/or following a daily routine for learning
- working in the safe, comfortable, quiet space in their home that has been set aside for them
- regularly monitoring digital platforms and communication to check for announcements and feedback from teachers
- completing tasks honestly and doing their best work
- doing their best to meet timelines, commitments, and due dates
- communicating with their teachers if they cannot meet deadlines or require additional support
- collaborating and supporting classmates in their learning
- complying with the department's [Student use of digital devices and online services](#) policy
- communicating with school staff as different needs arise.



## Planning your child's day

Your school should provide your child with a schedule or timetable for their learning. This will include regular breaks for activity, eating and drinking. In the activity breaks it is important that students get up and move around.

If you live in a private house, then it is safe for your child to go outside into the garden, balcony or courtyard.

## Wellbeing

Being confined to home for an extended period of time can cause stress and conflict. Tips for looking after your children during isolation include:

- talking to your whole family about the infection – understanding the situation will reduce anxiety
- helping your children to think about how they have coped with difficult situations in the past and reassuring them that they will cope with this situation too
- reminding them that the isolation won't last for long
- exercising regularly - exercise is a proven treatment for stress and depression.
- encouraging your children to keep in touch with family members and friends via telephone, email or social media (where appropriate).

## Communicating

### Communicating with your child

We encourage you to start and finish each day with a few simple questions about your child's learning to help them structure their day. Not all students thrive in a remote learning environment; some struggle with too much independence or lack of structure and your questions will help keep them on track.

### Communicating with the school

Make sure that you know how the school and your child's teachers will be communicating with you and check that channel regularly.

Make sure you know how to contact teachers for learning support and who to contact for technical support if your school chooses to use digital devices as part of their remote learning plan.

This situation will be new for most schools and families. Schools will be trying to engage in a cycle of continuous improvement and refinement based on feedback so they may ask you and your child for feedback on how the system is working.

Most schools already use some kind of platform to communicate with parents and students. These existing platforms should continue to be used whenever possible.

### Communicating with teachers

Teachers may have set times where students can chat with them online, deliver video lessons or when digital options are not possible they may have set times for calling your child on the telephone.

It is important for you and your child to remember that teachers will be communicating with many other families, so your communications should be important and short. You may also need to remind your child to be patient when waiting for support or feedback.

Supporting your child's learning at home English - 2





## Using technology

It is strongly advised that parents do not purchase software from third-party providers in response to this situation unless specifically advised by the school.

Your school and the department already have a wide range of software and devices available and these have been specifically chosen to provide your child with the support they need.

- Google Apps for Education - Online Google apps. For student access go to: Students portal>Learning>G Suite.
- Office 365 – online Office apps.
- Microsoft Office 365 Desktop Apps – may be installed on up to five computers and ten mobile devices. Select the 'Install Office' link.
- Students can also access additional free Adobe software for their devices from the students' Bring your own device (BYOD) software website.

## Accessing digital devices and the internet

The department's policy regarding technology, devices and the Internet is available at the following link.

[Student use of digital devices and online services policy](#)

If your child will be using digital resources as part of their learning and they are unsure of how to do it they should contact their classroom teacher for support.

## Managing screen time

There are limits as to the amount of time anyone should spend online, but the amounts and the rules for screen time vary by age.

Videoconferencing and social interactions using video do not count towards screen time.

The following recommended screen times (excluding video conferencing) are based on the recommendations from the American Academy of Pediatrics:

- Ages 2-5: 1 hour, broken into sessions of a maximum of 30 minutes.
- Age 6 and above: no specific screen time limits, but screen time should not affect physical activity and face-to-face interactions at home and school (where possible). It's very important to be consistent with your screen time limits.

Make sure that non-school activities are limited in length.

## Managing behaviour

Even though your child is at home they still need to comply with their school's behaviour management policy.

Collaboration, group work and peer feedback during remote learning will require students to communicate online and work together in digital spaces. The expectations of your child and required behaviour will be the same as a face to face lesson.

## Telephone Interpreter Service

If you need further information please call your school principal. If you need an interpreter to assist you with your enquiry please call the Telephone Interpreter Service on 131 450 and ask for an interpreter in your language. This service will be free of charge to you

Supporting your child's learning at home English - 3





## Learning environment checklist

### In setting up this space the following should be considered:

- ☐ Is the area free of distraction?
- ☐ Is there excessive noise in the area?
- ☐ Are there trip hazards in the area?
- ☐ Is the area exposed to direct glare or reflections?
- ☐ Does the area have sufficient power points available?
- ☐ Is equipment (extension cords etc.) in good, safe, working condition?
- ☐ Is there a proper desk and chair and other necessary equipment (light, stationery and devices)?
- ☐ Is the chair adjusted correctly?
  - Feet should be flat on the floor and knees bent at right angles with thighs parallel to the floor.
  - The chair backrest should support the lower back and allow your child to sit upright.
  - The chair should move freely and not be restricted by hazards such as mats and power cords.
  - Chair arm rests should be removed or lowered when typing.
- ☐ Is the computer adjusted correctly?
  - The screen should be positioned directly in front of your child.
  - The screen should be at a distance where your child can see clearly and easily without straining. The top of the screen should be slightly lower than eye level.
  - The keyboard should be positioned at a distance where elbows are close to your child's body and their shoulders should be relaxed.
  - The mouse should be placed directly next to the keyboard.
- ☐ Are their most frequently used items within easy reach from a seated position?

# Remote learning guidelines for students and parents



## Stay connected



## Ask questions



.....  
If you don't understand something, ask your teacher or classmates online.

## Workspace



.....  
Work in a quiet area, at a desk or table and try to limit distractions.

## Use classroom language



.....  
Talking to your teachers and in class is different from how you speak to your friends online. Use proper grammar and avoid excessive emojis.

## Focus



.....  
During calls with your teacher, stay focused on the call. Avoid reading chats or looking at other tabs.

## Take breaks



.....  
Take breaks away from screen. Move around and try not to sit all day.

## Your normal routine



.....  
Eat breakfast, brush your teeth and get dressed in the morning.



# THOMAS REDDALL HIGH SCHOOL

## Accessing Google Classroom

### Guide for Students

Google Classroom can be accessed easily through the Student Portal in just a few clicks..



### Log into the Student Portal

Sign in to [portal.det.nsw.edu.au](http://portal.det.nsw.edu.au) using your standard username and password.

**Login with your DoE account**

User ID  
  
Example: jane.citizen1

Password

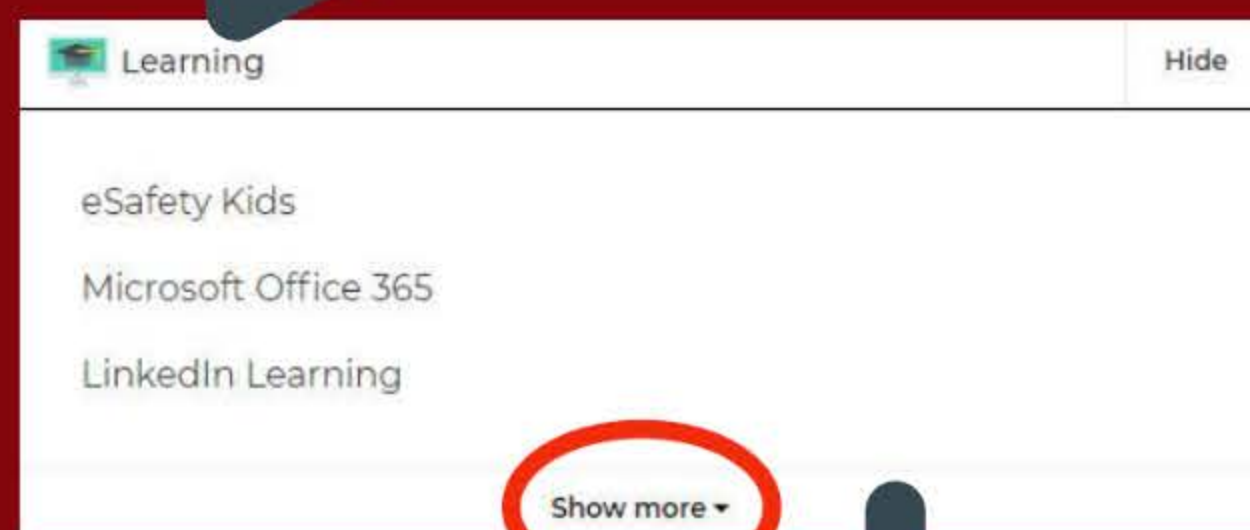
[Log in](#)

[Forgot your password?](#)



### Open Google G Suite

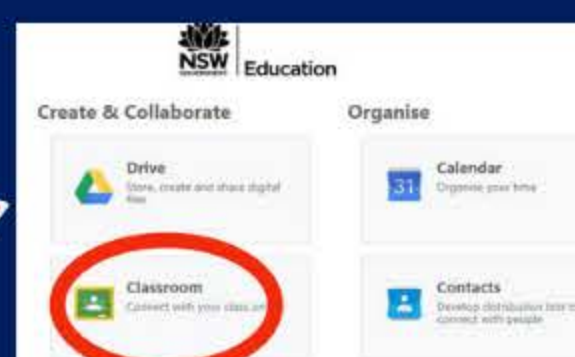
Inside the 'Learning' tab, click 'Show more' and open 'G Suite' (Google Apps for Education)



### Enter Google Classroom

Inside the Google G Suite menu, select 'Classroom' to see all of the classes you have been enrolled in.

If you are not already in a 'Classroom', click on the '+' symbol, then 'Join Class'. Enter the Classroom Code for the class you wish to join.





# THOMAS REDDALL HIGH SCHOOL

## Marking yourself present

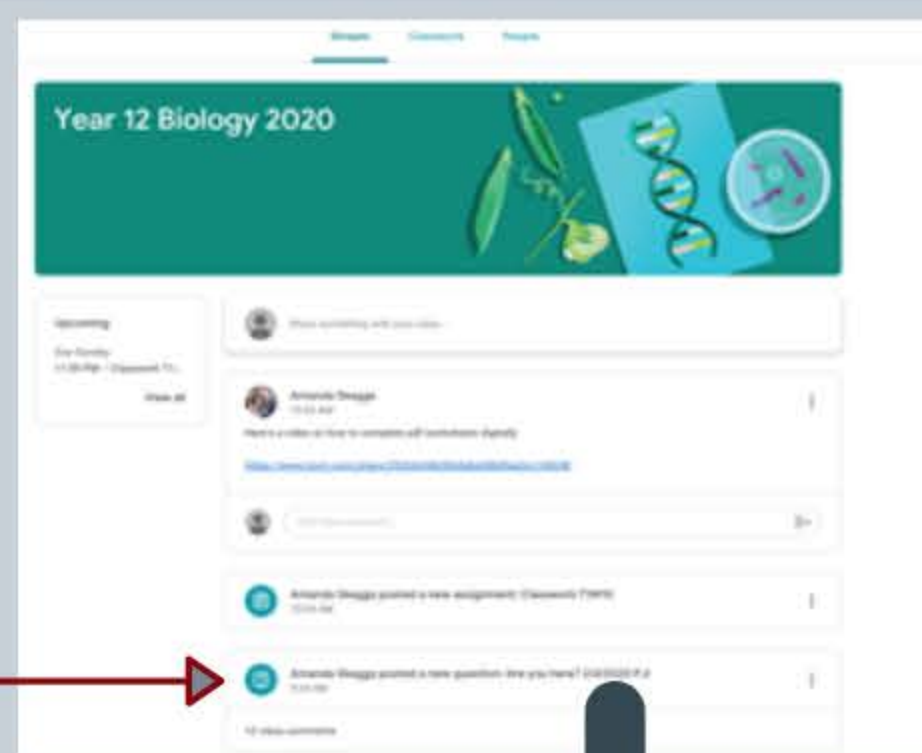
### Inside Google Classroom

Every student participating in online learning is required to submit an attendance form prior to each online lesson through Google Classroom.



### Find the attendance form

Inside your Google Classroom, your teacher will pose a question in the Classroom. This will appear in the stream.



### Complete the form

Click the question. You will see the question open up a space to answer with 'Yes' or 'I'm here'. Check the box to indicate you are in the lesson. You can do this any time throughout the day of the lesson.



### Turn in the form

Once you have clicked the button, the 'Turn in' will change colour. Click on this and you are done!



# THOMAS REDDALL HIGH SCHOOL

## Disabling email notifications

### Inside Google Classroom

If you're finding your student inbox flooded with Google Classroom updates, you can disable Google Classroom notifications so you don't miss any important emails.



### Access your Google Classroom

Access your Google Classroom settings located in the top left hand corner.



Settings



### Change notifications

You are able to change your notification settings to disable email notifications along with other features inside Google Classroom.

#### Notifications

##### Email

Receive email notifications



##### Comments

Comments on your posts



Comments that mention you

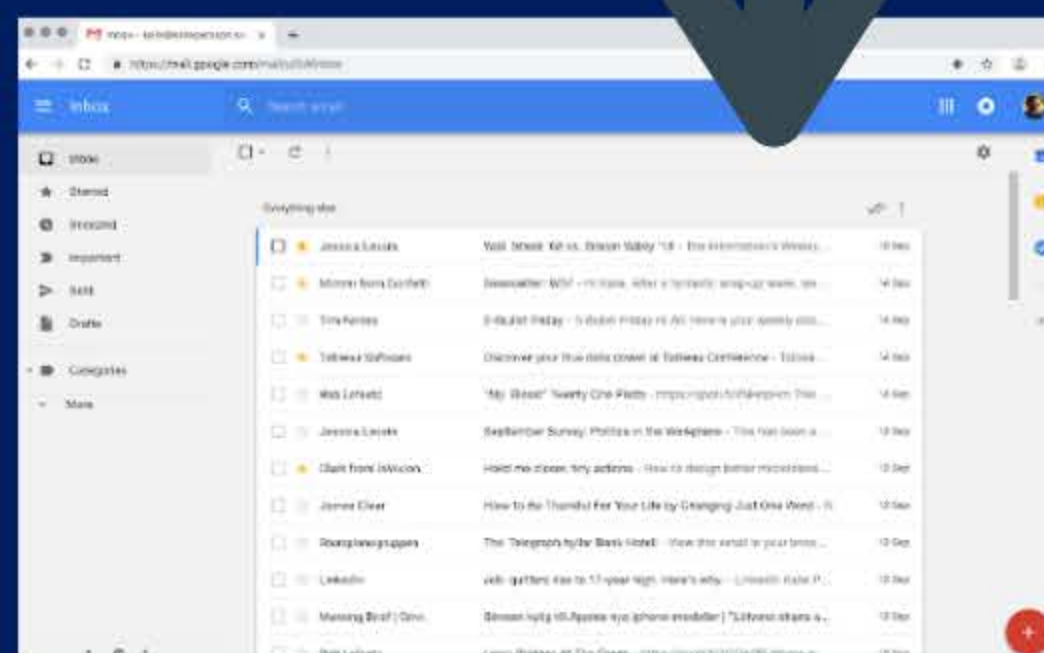


Private comments on work



### Enjoy your clutter-free inbox!

Note that once email notifications have been turned off for Google Classroom, it is very important to keep checking Google Classroom on a daily basis to ensure that you don't miss any work.



# Google Classroom Codes for Online Learning, 1 April 2020

## Year 7

7M	Teacher	Google Classroom Code
HSIE/English	Ms O'Loughlan	pmgzp4f
English	Ms O'Loughlan	revvvvp
German	Ms O'Loughlan	pmgzp4f
Maths/Science	Ms Mesba	kdf4k7o
PDHPE	Mr McLeod	56f66b3
Wellbeing	Ms O'Loughlan, Ms Callaway	6ry75ni
Tech Mandatory	Mr Mackie	3etep3o
Information Skills	Ms Boot	4hlbylo

7N	Teacher	Google Classroom Code
HSIE/English	Ms O'Loughlan	pmgzp4f
English	Ms O'Loughlan	revvvvp
German	Ms O'Loughlan	pmgzp4f
Maths/Science	Ms Yaqub	kdf4k7o
PDHPE	Mr McLaren	56f66b3
Wellbeing	Ms O'Loughlan, Ms Callaway	6ry75ni
Tech Mandatory	Ms Edwards	4su4kav
Information Skills	Ms Boot	4hlbylo

7O	Teacher	Google Classroom Code
HSIE	Ms O'Loughlan	pmgzp4f
English	Ms Pun	wurlpwr
German	Ms O'Loughlan	pmgzp4f
Maths/Science	Mr Pillay	sf3jc4k
PDHPE	Mr McLeod	56f66b3
Wellbeing	Ms O'Loughlan, Ms Callaway	6ry75ni
Tech Mandatory	Ms Maher	yp2bmhm
Information Skills	Ms Boot	4hlbylo

7P	Teacher	Google Classroom Code
HSIE	Ms O'Loughlan	pmgzp4f
English	Mr Humphry	huwqhwa
German	Ms O'Loughlan	pmgzp4f
Maths/Science	Ms Skeggs	b34rdmk
PDHPE	Mr McLaren	56f66b3
Wellbeing	Ms O'Loughlan, Ms Callaway	6ry75ni
Tech Mandatory	Mr Sharma	eyderxg
Information Skills	Ms Boot	4hlbylo

### Learning and Support Hub: stn6vcb

For additional support where needed with work, as well as literacy and numeracy activities

### Sport Hub: e5tronz

For suggestions on how to maintain physical activity

# Google Classroom Codes for Online Learning, 1 April 2020

## Year 8

8A	Teacher	Google Classroom Code
English	Ms Miller	vqcyu7j
HSIE	Mr Joseph	apuyof2
Maths	Ms Latu	vhweqit
Science	Ms Osborne	blu4joe
PDHPE	Ms Callaway	bfcodu
Wellbeing	Ms Chandler, Ms Callaway	sb34ipd
Music	Ms Collison	oa7f3ot

8B	Teacher	Google Classroom Code
English	Ms Haidary	va4yiay
HSIE	Mr Joseph	apuyof2
Maths	Mr Raj	vhweqit
Science	Mr Chand	xascazu
PDHPE	Mr McLaren	bfcodu
Wellbeing	Ms Chandler, Ms Callaway	sb34ipd
Music	Ms Collison	mttaus6

8C	Teacher	Google Classroom Code
English	Ms Denton	5ztoi7h
HSIE	Mr Joseph	apuyof2
Maths	Mr Soliman	vhweqit
Science	Mr Pillay	5whzodr
PDHPE	Mr McLeod	bfcodu
Wellbeing	Ms Chandler, Ms Callaway	sb34ipd
Music	Ms Collison	qdsvkp2

Visual Art	Teacher	Google Classroom Code
8 VA 1	Ms Pound	jqfyy2x
8 VA 2	Ms Pound	jqfyy2x
8 VA 3	Ms Chandler	jqfyy2x
8 VA 4	Ms Pound	jqfyy2x

Tech Mandatory	Teacher	Google Classroom Code
8Tech 1	Mr Mackie	vzqrwf2
8Tech 1	Mr Sharma	ft2v2uq
8Tech 2	Ms Feeney	rleqysu
8Tech 2	Mr Sharma	wnjdzw7
8Tech 3	Mr Sharma	i3ltiyx
8Tech 3	Ms Maher	d5kydh3
8Tech 4	Mr Mackie	rkndgi3
8Tech 4	Ms Feeney	qin26df

**Learning and Support Hub:** stn6vcb

For additional support where needed with work, as well as literacy and numeracy activities

**Sport Hub:** e5tronz

For suggestions on how to maintain physical activity

# Google Classroom Codes for Online Learning, 1 April 2020

## Year 9

9A	Teacher	Google Classroom Code
English	Ms Denton	5qgrrxs
HSIE	Ms Hamilton	wxmnafq
PDHPE	Mr McLeod	iyarlaa
Wellbeing	Ms Mesba, Ms Callaway	mqqweh5

9B	Teacher	Google Classroom Code
English	Ms Haidary	vuz6jeh
HSIE	Ms Hamilton	wxmnafq
PDHPE	Mr Lugg	iyarlaa
Wellbeing	Ms Mesba, Ms Callaway	mqqweh5

9C	Teacher	Google Classroom Code
English	Simi Pun	xnde7nr
HSIE	Ms Hamilton	wxmnafq
PDHPE	Ms McCarthy	iyarlaa
Wellbeing	Ms Mesba, Ms Callaway	mqqweh5

9.1	Teacher	Google Classroom Code
Maths	Ms Mesba	lzchp3a
Science	Ms Osborne	hgywu62

9.2	Teacher	Google Classroom Code
Maths	Mr Soliman	xkam62y
Science	Mr Pillay	6exuwfz

9.3	Teacher	Google Classroom Code
Maths	Mr Raj	xkam62y
Science	Mr Chand	6coyjyl

**Also see Stage 5 Electives**

**Learning and Support Hub:** stn6vcb

For additional support where needed with work, as well as literacy and numeracy activities

**Sport Hub:** e5tronz

For suggestions on how to maintain physical activity

# Google Classroom Codes for Online Learning, 1 April 2020

## Year 10

10A	Teacher	Google Classroom Code
English	Ms Pun	e5tprp5
HSIE	Ms Singh	3ignxe7
Wellbeing	Ms Skeggs, Ms Callaway	wfb7wfu

10B	Teacher	Google Classroom Code
English	Ms Denton	dsvjwab
HSIE	Ms Singh	3ignxe7
Wellbeing	Ms Skeggs, Ms Callaway	wfb7wfu

10C	Teacher	Google Classroom Code
English	Ms Miller	un3xr5r
HSIE	Ms Singh	3ignxe7
Wellbeing	Ms Skeggs, Ms Callaway	wfb7wfu

10.1	Teacher	Google Classroom Code
Maths	Ms Raj	ugc55ju
Science	Ms Kumar	avw3y3p
PDHPE	Mr McLeod	t2tdmtv

10.2	Teacher	Google Classroom Code
Maths	Ms Yaqub	4faq2zn
Science	Mr Chand	h57cf36
PDHPE	Ms McCarthy	t2tdmtv

10.3	Teacher	Google Classroom Code
Maths	Ms Latu	4faq2zn
Science	Ms Osborne	ev657ut
PDHPE	Mr McLaren	t2tdmtv

### Also see Stage 5 Electives

#### Learning and Support Hub: stn6vcb

For additional support where needed with work, as well as literacy and numeracy activities

#### Sport Hub: e5tronz

For suggestions on how to maintain physical activity

# Google Classroom Codes for Online Learning, 1 April 2020

## Stage 5 Electives

Line X	Teacher	Google Classroom Code
Child Studies	Ms Feeney	filsliv
Drama	Ms Walsh	zarhovh
Food Tech	Ms Maher	sp447qm
History Elective	Ms Jones	y5anssn
Industrial Tech	Mr Mackie	ane7zgt
Music	Ms Collison	2wp4feh
PASS	Mr McLeod	oyzwbqf
Visual Art	Ms Pound	lhigexm

Line Y	Teacher	Google Classroom Code
Commerce	Mr Joseph	kspliky
Food Tech	Ms Feeney / Ms McCarthy	tqcuqy5
History Elective	Ms Jones	ppdsa4h
Industrial Tech	Mr Sharma	2rnkgx4
PASS	Mr Lugg	oyzwbqf
Photography	Ms Chandler	4542a2p
Textiles	Ms Maher	wc5lux6
Visual Design	Ms Pound	lghkh6m

### Learning and Support Hub: stn6vcb

For additional support where needed with work, as well as literacy and numeracy activities

### Sport Hub: e5tronz

For suggestions on how to maintain physical activity

# Google Classroom Codes for Online Learning, 1 April 2020

## Year 11

Line 1	Teacher	Google Classroom Code
English Advanced	Ms Haidary	owt32ck
English Standard 1	Ms Denton	mhkwyinv
English Standard 2	Ms Miller	u3gwhb2
English Standard 3	Mr Humphry	4qax7m2
English Studies	Ms Pun	eaafphx

Line 2	Teacher	Google Classroom Code
Exploring Early Childhood	Ms Feeney	7s66syr
Maths Advanced	Ms Mesba	4qbba7s
Maths Standard 2.1	Mr Soliman	fqwbnil
Maths Standard 2.2	Mr Raj	fqwbnil
Maths Standard 1 / Numeracy	Ms Latu	fqwbnil / 5r3is7l

Line 3	Teacher	Google Classroom Code
Business Studies	Mr Joseph	emrld6n
Modern History	Ms O'Loughlan	dkb3vuz
PDHPE	Mr Lugg	he4ezwa
Visual Design	Ms Chandler	6pinqgb
Chemistry	Ms Kumar	osdb7th

Line 4	Teacher	Google Classroom Code
Work Studies	Ms Kennedy / Ms Jones	uw5aot3
Ancient History	Ms Walsh	xlquyuj
CAFS	Ms Slaughter	pdsb3jf
Construction	Mr Mackie	jxndjhj
Hospitality	Ms Maher	eqe3gvk

Line 5	Teacher	Google Classroom Code
Biology	Ms Skeggs	on6lyhf
Industrial Tech	Mr Sharma	4g4c5zc
Legal Studies	Ms Jones	vvavwkl
Psychology	Ms Pearson	5tue4d6
Visual Art	Ms Pound	omo6oxi

Line 6	Teacher	Google Classroom Code
Dance	Ms Callaway	fd33zt4
Food Tech	Ms Edwards	glqeanw
Physics	Mr Pillay	4z3mn54
Society and Culture	Ms Singh	gk76bnz
SLR	Mr McLaren	ckn3vtn

**Learning and Support Hub:** stn6vcb

For additional support where needed with work, as well as literacy and numeracy activities

**Sport Hub:** e5tronz

For suggestions on how to maintain physical activity

**Wellbeing:** pq5iaxl

**Careers:** cnrhanc

# Google Classroom Codes for Online Learning, 1 April 2020

## Year 12

Line 1	Teacher	Google Classroom Code
Exploring Early Childhood	Maher	7yq74rg
Investigating Science	Osborne	jr4fo2z
Modern History	O'Loughlan	rrf6hom
Physics	Chand	7exobup
Visual Art	Chandler	47w2ku3

Line 2	Teacher	Google Classroom Code
Ancient History	Walsh	pwzdo76
CAFS	Slaughter	m67vxcw
Chemistry	Kumar	osdb7th
Construction	Mackie	jlduuv
Dance	Callaway	4e7lsoy

Line 3	Teacher	Google Classroom Code
Business Studies	Joseph	ncwy6gh
Drama	Walsh	3erkcpz
Hospitality	Feeney	qrjnexo
Society and Culture	Singh	772hyun
SLR	McCarthy	yiufiai

Line 4	Teacher	Google Classroom Code
Biology	Skeggs	2lfn4em
Food Tech	Edwards	5g4b427
Legal Studies	Jones	lc25dud
Visual Design	Chandler	dgywjeh

Line 5	Teacher	Google Classroom Code
English Advanced	Haidary	vuz6jeh
English Standard 1	Humphry	2yexnk5
English Standard 2	Denton	ifnbhzb
English Standard 3	Pun	kunyb7s
English Studies	Miller	qphgpoi

Line 6	Teacher	Google Classroom Code
Maths Advanced	Latu	4m7gfrj
Maths Standard 1	Raj	7y3mwzh
Maths Standard 2	Soliman	d5xuhgn
Maths Standard 2	Yaqub	d5xuhgn
Work Studies	Kennedy/Jones	uw5aot3

**Learning and Support Hub:** stn6vcb

For additional support where needed with work, as well as literacy and numeracy activities

**Sport Hub:** e5tronz

For suggestions on how to maintain physical activity

**Wellbeing:** 7emjha3

**Careers:** hgbsz6l

# Google Classroom Codes for Online Learning, 1 April 2020

## Support

Support English	Teacher Name	Google Classroom Code
Group 1	Ms Wilson	essm42g
Group 2	Ms Stinson	z5yjtbg
Group 3	Ms Albrecht	sb4lvvg
Group 4	Mr Edwards	btn4ssy
Group 5	Ms Cheah	lggrjan
Group 6	Ms McKee	rgk2ehi

Support Mathematics	Teacher Name	Google Classroom Code
Group 1	Mr Soliman	agdamm2
Group 2	Ms McKee	mcdqwbb
Group 3	Ms Stinson	kchf63d
Group 4	Ms Kaur	qywjlga
Group 5	Ms Cheah	nfi6du4
Group 6	Ms Wilson	q3mpjhv

Support HSIE	Teacher Name	Google Classroom Code
Jaguars	Ms Singh, Ms Pearson	zp5vvi7
Leopards	Mr Edwards	tzihojc
Pumas	Ms Stinson	6ttnuwb
Lions	Ms Wilson	clz4zle
Panthers	Ms Stinson	btkd3f4
Tigers	Ms Kaur	zxcj5nm

Support Science	Teacher Name	Google Classroom Code
Jaguars	Ms Cheah	ypcqiwb
Leopards	Ms Skeggs	2nkdnv4
Pumas	Ms Kumar	2nkdnv4
Lions	Ms Wilson	ltspjrw
Panthers	Ms Osbourne	2nkdnv4
Tigers	Mr Chand	zxcj5nm

### Learning and Support Hub: stn6vcb

For additional support where needed with work, as well as literacy and numeracy activities

### Sport Hub: e5tronz

For suggestions on how to maintain physical activity

# Google Classroom Codes for Online Learning, 1 April 2020

## Support

Support LOTE	Teacher Name	Google Classroom Code
Pumas	Ms Wilson	gzruqrw
Panthers	Ms Wilson	mxwaa7y
Tigers	Ms Wilson	njhkwlx

Support Visual Art	Teacher Name	Google Classroom Code
Jaguars	Mr Edwards	27b6d6t
Leopards	Mr Edwards	qktu7jv
Lions	Ms Kaur	sprm3pg
Pumas	Ms Pound	dr5zfde
Panthers	Ms Pound	vherbgj
Tigers	Mr Edwards	4wfpfdb

Support Music	Teacher Name	Google Classroom Code
Pumas	Ms Collison	ju64koj
Panthers	Ms Collison	pxb4n57
Tigers	Ms Collison	okqrb5t

Support Living Skills	Teacher Name	Google Classroom Code
Jaguars	Mr Edwards	rl2tpwv
Leopards	Mr Edwards	w2ajhtb
Lions	Mr Sharma	bjvjioi

Support TAS	Teacher Name	Google Classroom Code
Leopards	Mr Sharma	hsmavpi
Pumas	Ms Stinson	vsbkwx3
Panthers	Ms McKee	lwkmhpd
Tigers	Ms Kaur	jklswmx

Support PDHPE	Teacher Name	Google Classroom Code
Jaguars	Ms Cheah	ti5hkkc
Leopards	Mr Edwards	pifx3hf
Lions	Ms Wilson	ccmb13i
Pumas	Ms Stinson	gigkacg
Panthers	Ms Cheah	vkop2mn
Tigers	Ms Kaur	ew5sv2p

Support Work Studies	Teacher Name	Google Classroom Code
Jaguars	Ms Kennedy	hbfwhjk
Leopards	Ms Wilson	m6jdklc
Lions	Ms Kennedy	qesd24k

### Learning and Support Hub: stn6vcb

For additional support where needed with work, as well as literacy and numeracy activities

### Sport Hub: e5tronz

For suggestions on how to maintain physical activity

# How students can access **Zoom** meetings in NSW public schools

## Sign into **Zoom** with a desktop browser



Chrome

Edge

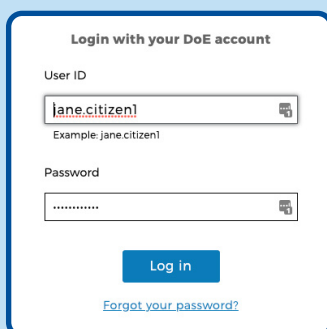
Firefox

Safari

1. Use a **modern browser** in Windows, MacOS or Linux.
2. Browse to the NSW DoE Zoom console at: <https://nsweducation.zoom.us>



3. Select **Sign in** at the bottom.
4. Login with your **department credentials**.



5. For first time users, **download and install** the Zoom desktop client when prompted.
6. Once signed in, **Zoom** will be ready for use!

## Accessing **Zoom** using mobile apps

1. Download the **Zoom** app for your specific mobile device.

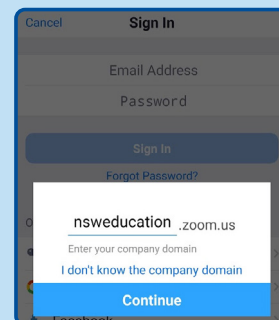


iOS  
[Download](#)

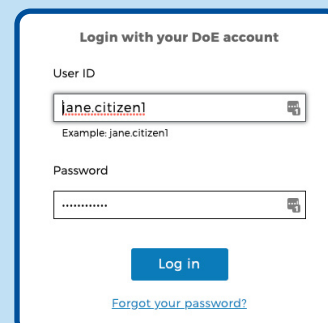


Android  
[Download](#)

2. Once installed, open **Zoom**, tap **Sign In** then tap **SSO**.
3. Type **nsweducation** and tap **Continue**.



4. The **DoE log on screen** will appear. Sign in with your normal department credentials.



5. Once signed in, **Zoom** will be ready for use!

## More information

- [How to join a Zoom meeting](#)
- [Participating in a meeting](#)

## JOINING ZOOM MEETINGS

**Never used Zoom?** Get started on your preferred device. Just follow this **Quick Start Guide** for [Teachers](#) / [Students](#) / [Corporate](#)

Using a Computer with Browser/Zoom Client	Using a Mobile Device with Zoom App
<ul style="list-style-type: none"><li>• Access the <b>NSW DoE Zoom web portal</b> at: <a href="https://nsweducation.zoom.us">https://nsweducation.zoom.us</a></li><li>• Click <b>Join</b> to connect to a meeting in progress</li><li>• Enter the <b>Meeting ID</b> and <b>Password</b> if supplied</li></ul>	<ul style="list-style-type: none"><li>• Tap the <b>Zoom app</b> on your mobile device to open it</li><li>• Tap <b>Join</b> to connect to a meeting in progress</li><li>• Enter the <b>Meeting ID</b> and <b>Password</b> if supplied</li></ul>

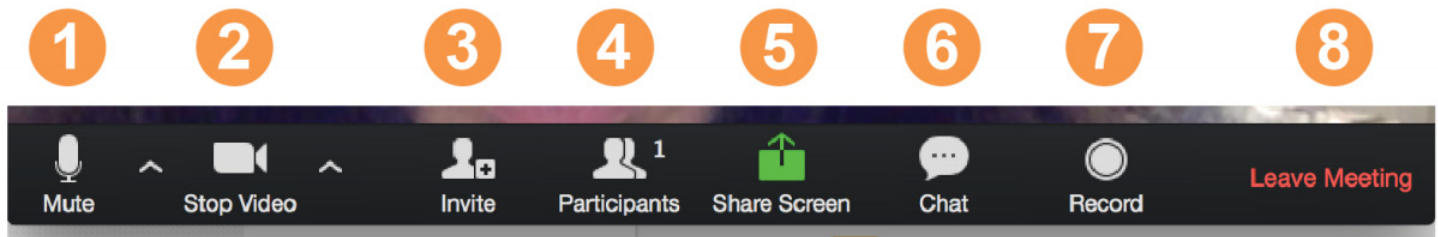
Joining a Zoom Meeting using a provided hyperlink (URL)
<ul style="list-style-type: none"><li>• If you received an emailed or other digital invitation, just click the URL to join the Zoom meeting directly. You may need to enter a supplied meeting password separately, to get into the meeting.</li></ul>

## BEST PRACTICES WHILE IN A CLASS/MEETING

- Set up an appropriate space when connecting to your meeting. Consider what's behind you and how it might look on-screen.
- Sit in a well-lit and quiet place.
- If there is a lot of background noise, a headset/mic will be best to use if you have one.
- Make sure your microphone is muted when not talking.
- Web meetings use more internet bandwidth than web browsing. You might need to keep your webcam off to improve quality.
- Be yourself and respect others.
- Ask questions using the group chat.
- Use reactions/emoticons to engage with your class.
- Read carefully what you've typed before sending your message in chat.
- Use the raise your hand feature if wanting to ask a question live.

# THE ZOOM MENU BAR –YOUR MEETING CONTROLS

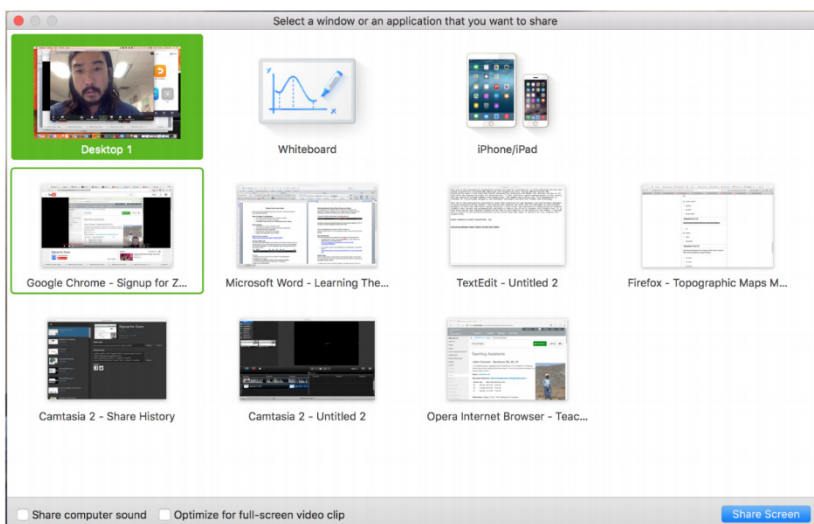
The **Zoom menu bar** appears at the bottom of the Zoom window once the meeting begins. If you don't see the menu bar, move your mouse slightly and the bar will appear. *(The bar disappears after a few seconds when in full-screen mode.)*



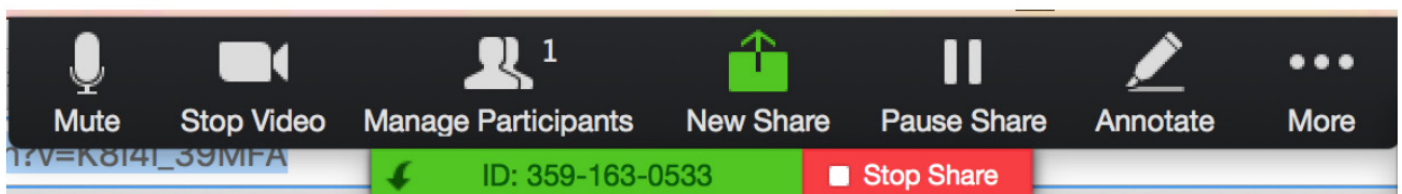
1. Mute/unmute your audio (not the audio of the participants). You can also select your audio input here by clicking the up arrow next to the microphone icon.
2. Start/stop your Webcam. You can also select your video input here by clicking the up arrow next to the video camera icon.
3. Invite more people to join by email, IM, or meeting ID.
4. View a list of participants in the Zoom meeting.
5. Share your desktop (*your entire screen*) or select a specific application to share (e.g. MS Word)
6. Send a message to all participants in the group chat.
7. Record the meeting (*if you have been granted permission*).
8. Leave or end the video meeting (*if you are the Host*).

## SHARING A PROGRAM, WHITEBOARD OR YOUR DESKTOP

As a participant you might be asked to share your desktop or an application. During a meeting you can switch back and forth between sharing your screen and your webcam video as often as needed. If you are in webcam mode, switch to screen share by choosing **"Share Screen"** in the menu bar. A window showing all possible options to share will appear. Click on the item you want to select it, then click **"Share Screen"**.



If you are displaying your screen, switch back to your webcam video by clicking **"Stop Share"** from the menu at the top of the screen shown in the red box:





# THOMAS REDDALL HIGH SCHOOL

# ONLINE LEARNING GUIDE 2020

## FOCUSING ON OUR FUTURE

Corner of Woodhouse Dr & Jaggers Pl  
AMBARVALE NSW 2560  
Phone: 02 4625 4404  
Website: <https://thomasredd-h.schools.nsw.edu.au>

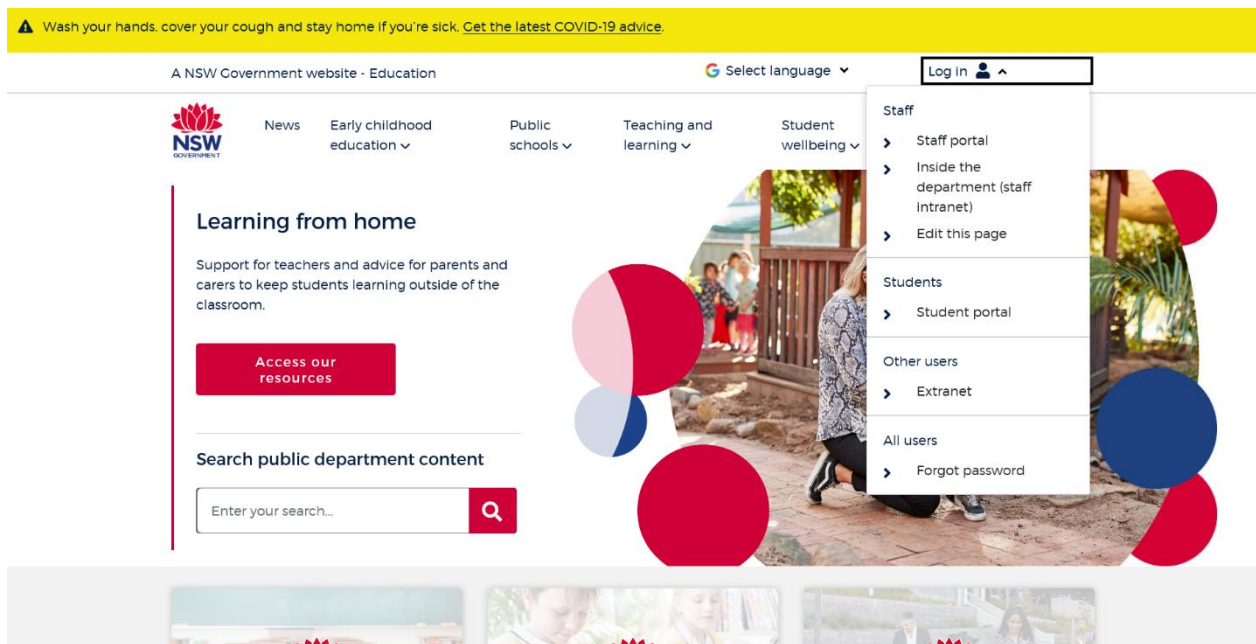


Education

# Accessing Your Student Portal –

Click on the 'Log in' icon to open a hyper link to your portal. [Log in](#)  ▼

Once at the page click 'Log in' to bring down the drop down menu and select 'Student portal'



Use your school user User ID and password to access. Please contact the school if you have difficulty with your User ID and password.

NSW DEPARTMENT OF EDUCATION

**Login with your DoE account**

User ID

Example: jane.citizen1


Password

[Forgot your password?](#)

[Log in](#)

Have trouble logging in?

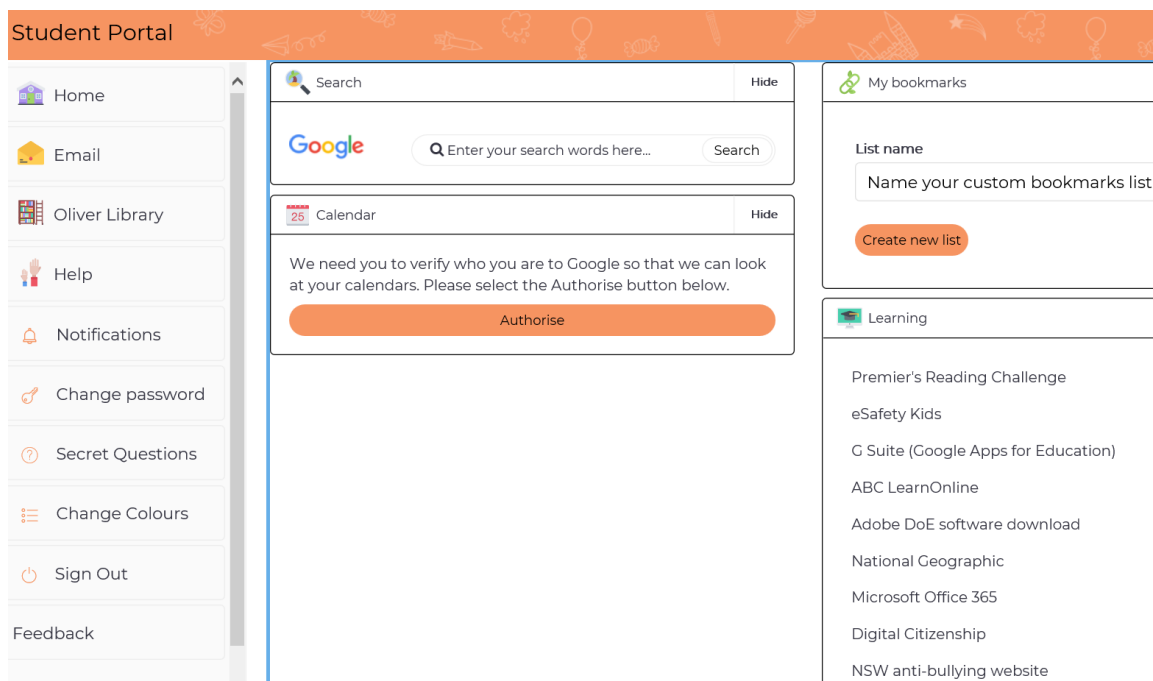
[Help for DoE staff](#)

 **Education**

ACCESSIBILITY  
INFORMATION ACCESS  
PRIVACY

COPYRIGHT  
DEPARTMENT CONTACTS  
NSW GOVERNMENT

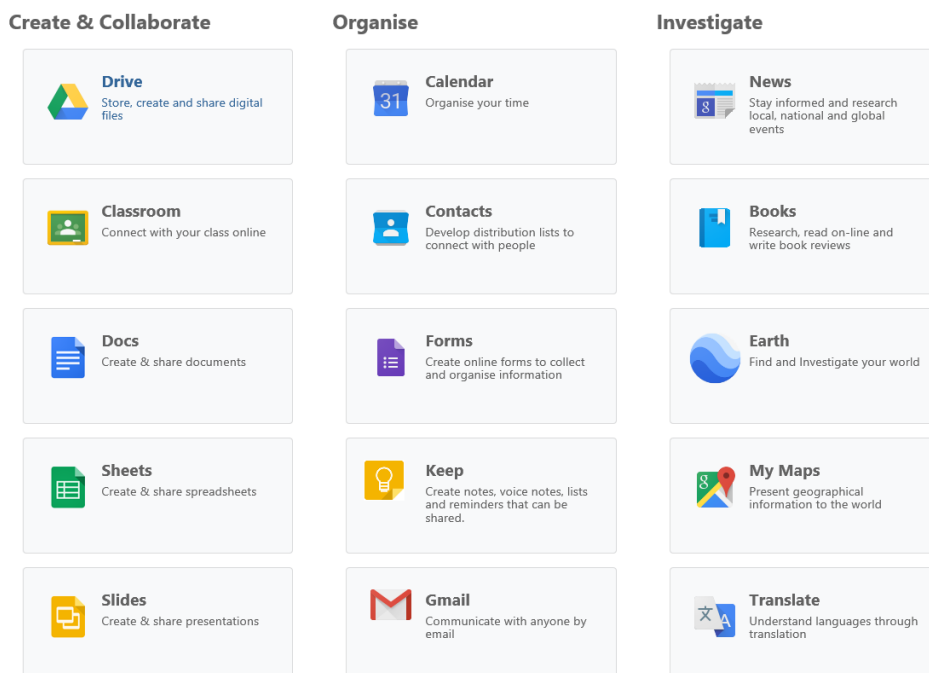
Once on your 'Student portal' you can access a variety of applications such as your email (on left task bar) and Google Apps and Microsoft Office 365 (Learning Tab).



Make sure you check your school email regularly for potential information from the school. Your teachers will also setup online learning through Google Apps or Microsoft Office 365.

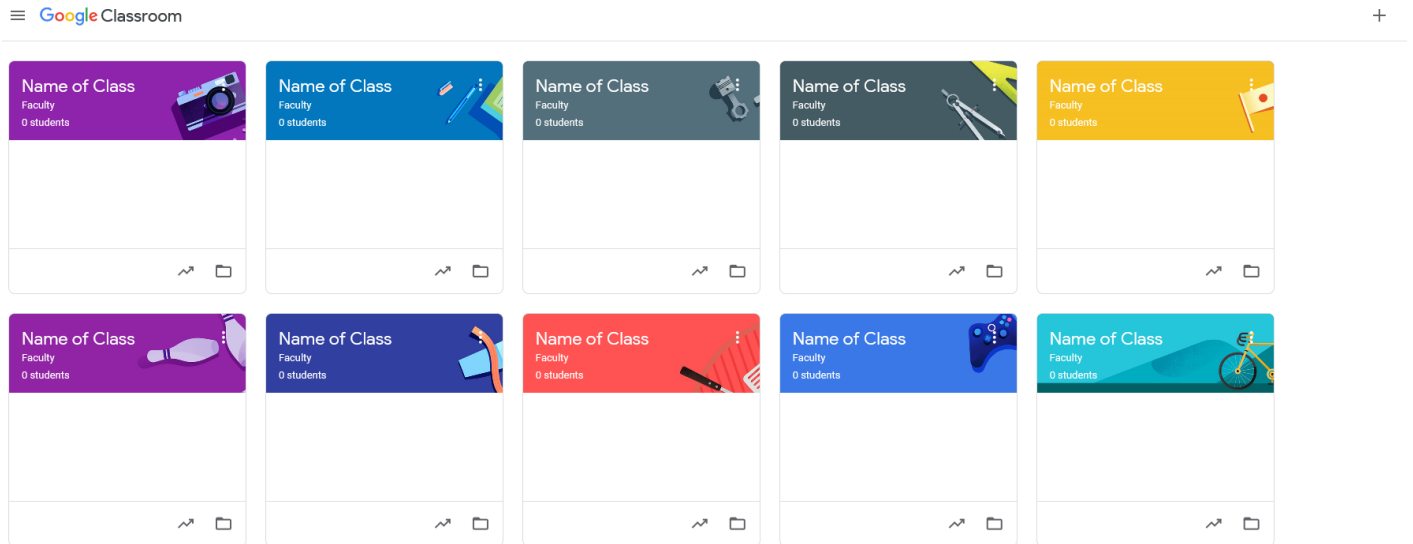
## Google (Apps) Suite for Education –

Google offers students a range of applications such as Slides, Docs and Sheets. Teachers will predominately use Classroom as a platform to deliver your online learning.



# Accessing Google Classroom –

When in the Google Suite screen click on the 'Classroom' tile to access the application.



To join a class click on the '+' in the top right of the screen. You will then be asked to enter a code which will be provided by your teacher.

## Join class

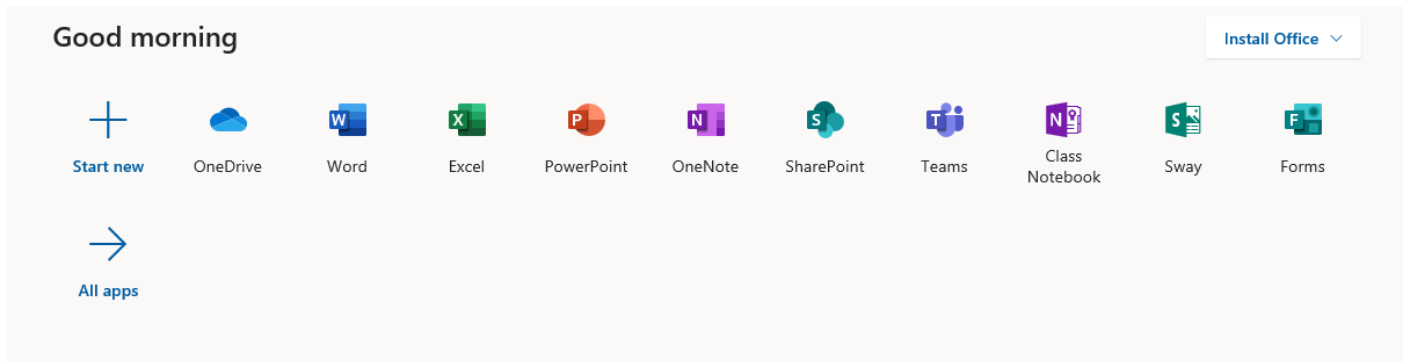
Ask your teacher for the class code, then enter it here.

Cancel Join

Once you have joined a class, a class tile will appear. Click on this tile to be provided with a range of learning activities for this subject. Please make sure you engage with the content so we know you are participating in your learning. Please remember to be respectful, digital citizens and use the platform in the way that it was intended.

## Accessing Microsoft Office 365 –

Similarly, Microsoft Office 365 can be accessed under the learning task bar of your 'Student Portal'. Microsoft offers students a range of applications such as Word, Excel and PowerPoint. These applications can be used to produce and present your work.



## Important Websites –

School email: [thomasredd-h.school@det.nsw.edu.au](mailto:thomasredd-h.school@det.nsw.edu.au)

School Website: <https://thomasredd-h.schools.nsw.gov.au/>

The following link provides advice to parents about learning from home (e.g. parent and student responsibilities and the importance of establishing a routine).

<https://education.nsw.gov.au/teaching-and-learning/curriculum/learning-from-home/advice-to-parents-and-carers>



# THOMAS REDDALL HIGH SCHOOL

Dear Students & Parents

## WE ARE HERE TO LISTEN.

While working from home and practising social distancing, it is still important to take care of your mental health and seek support when needed. While schools are operational the School Counsellors will be at school as usual. Feel free to call the school on 4625 4404 if you wish to speak to us. In addition, the services listed below can be accessed from home.

Take care.

Belle, Nicole & Emma  
School Counsellors

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### FOR GENERAL MENTAL HEALTH:

Kids Helpline: 1800 551 800 - [kidshelpline.com.au](http://kidshelpline.com.au)

Headspace: 1800 650 890 - [eheadspace.org.au](http://eheadspace.org.au)

Youth Beyond Blue: 1300 224 636

Reach Out: [au.reachout.com](http://au.reachout.com)

### FOR EMERGENCIES:

Lifeline: 13 11 14

NSW Mental Health Access Line: 1800 011 511

Call 000 in a life-threatening emergency

# Talking to children about coronavirus (COVID-19)

Children are hearing a lot about Coronavirus from the media, their family and their friends. Feelings like worry and confusion are to be expected right now.

As a parent/carer you are the key person your child looks to for accurate information and reassurance.

## Listen

- Listen to your child's questions, concerns and give them accurate information.
- Younger children need reassurance more than facts. They need to know that the adults are looking after them even when things are difficult.
- Use a calm, reassuring tone so they understand that the adults are coping with the situation.

## Suggestions for speaking with younger children

"Some people are getting sick with a virus. It makes them cough and feel unwell. If this happens people are being looked after by doctors and hospitals." and "It's important we wash our hands and cough into our elbows".

## Suggestions for speaking with older children

Listen to what they have heard and give them accurate information. Give more detail about how the virus is spread and help them see how they can be part of the solution "That's why we wash our hands for 20 seconds, cough into our elbow and practice social distancing. That's how we can help protect everyone."

## Balance

- Try to retain normal routines as much as possible and focus on other things – besides the coronavirus.

- If your child is at home think about setting up learning routines and a dedicated spot for learning.
- Give reassurance in other ways such as playing games, reading stories, spending time in the garden or backyard so that children feel connected and safe.
- Communicate with your child's school and read the advice they give. Parents and teachers working together are a great source of confidence for your children.

## Support

- Remind children to let you know if they are feeling unwell.
- If your child has been going to school - keep them home if they are feeling sick.
- Giving children guidance on what they can do to prevent infection will reduce their anxiety. Reinforce the NSW Department of Health messages about hand washing, coughing into your elbow and social distancing.
- Model these behaviours yourself - children are very aware of what their parents/carers are doing.
- Limit exposure to media, especially for younger children as it can raise children's anxiety.
- Encourage your child to keep in contact with friends and loved ones through phone or other virtual formats that are age appropriate.

## Contact suggestions

If you are concerned about your child please contact the school to discuss these concerns.

You can also inform your child that the following phone and online services are still available to help them:

- 24 hour support by phone on 1800 55 1800, email or web chat is available from [Kids Helpline](#).
- Free online and telephone support and counselling to young people 12 - 25 and their families and friends on 1800 650 890 or at the [eHeadspace website](#).

# Supporting Mental Health & Wellbeing in a Changing World

Access the following services in an emergency or if you need to report an incident.

## In An Emergency

**Phone:** 000

**About:** Is someone seriously injured or in need of urgent medical help? Is your life or property being threatened? Have you just witnessed a serious accident or crime?

**Link:** [Australian Government Triple zero \(000\)](#)

## Department of Communities and Justice



**Phone:** 13 21 11

**About:** Reporting a child at risk. Provides information on child abuse and neglect

**Link:** [NSW Communities & Justice Need help now?](#)

## Do you or your child need support with mental health?

You may find the following resources helpful.

### Kids Help Line



**Phone:** 1800 55 1800

**Age Group:** 5 to 25 years

**About:** A private and confidential 24/7 phone and online counselling service.

**Link:** [kidshelpline WebChat Counselling](#)

**Chat Online:** 24/7

## Youth Beyond Blue



**Phone:** 1300 22 4636

**Age Group:** All ages

**About:** 24/7 information and support to help everyone in Australia achieve their best possible mental health, wherever they live.

**Link:** [Welcome to Youth BeyondBlue](#)

**Chat Online:** 3PM - Midnight

## 1800RESPECT

**1800RESPECT**

**Phone:** 1800 737 732

**Age Group:** All ages

**Interpreter:** 13 14 50

**About:** A confidential information, counselling and support service for people impacted by sexual assault, domestic or family violence and abuse.

**Link:** [1800RESPECT Online Chat](#)

**Chat Online:** 24/7

## headspace



**Phone:** N/A

**Age Group:** 12 to 25 years

**About:** A 24/7 online and telephone support and counselling service for young people, their families and friends.

**Link:** [Welcome to eheadspace](#)

**Chat Online:** Group chat 24/7, 1-on-1 chat 9AM - 1AM 7 days.

## Life Line



**Phone:** 13 11 14

**Age Group:** All ages

**Text:** 0477 131114

**About:** A 24/7 crisis support and suicide prevention service.

**Link:** [Lifeline Crisis support chat](#)

**Chat Online:** 7PM - Midnight

**Text:** 6PM – Midnight



## QLife

**Phone:** 1800 184 527

**Age Group:** All ages

**About:** An anonymous and free LGBTI peer support and referral service for people wanting to talk about sexuality, identity, gender, bodies, feelings or relationships.

**Link:** [Qlife Webchat](#)

**Chat Online:** 3PM - Midnight

**Phone:** 3PM – Midnight



## Sane

**Phone:** 1800 187 263

**Age Group:** All ages

**About:** Supporting people living with complex mental health issues and the people that care about them.

**Link:** [Sane Australia Phone, Online Counselling & Peer Support](#)

**Chat Online:** 10AM to 10PM

**Phone:** 10AM to 10PM



## Suicide Call Back Service

**Phone:** 1300 659 467

**Age Group:** All ages

**About:** A 24/7 nationwide online counselling to people who are affected by suicide, experiencing thoughts of self-harm or suicide.

**Link:** [Suicide Call Back Service Online Counselling](#)

**Chat Online & Video:** 24/7



## Carers NSW

**Phone:** 1800 242 636

**Age Group:** All ages

**About:** Carers Line offers emotional support, referrals and distributes carer specific resources and information to carers and community members.

**Link:** [Carers NSW Australia Carer line](#)

**Phone:** 9AM to 5PM Monday to Friday

## Mental Health Line



**Phone:** 1800 011 511

**Age Group:** All ages

**About:** A mental health professional will answer your call about mental health concerns for you or someone you are concerned about including children, teens, adults and older people.

**Link:** [NSW Health Mental Health Line](#)

**Phone:** 24/7

## If you are seeking additional information.



## Black Dog Institute

**About:** Primary areas of mental health research and treatment include: depression, bipolar disorder, post-traumatic stress disorder (PTSD), anxiety, workplace mental health, adolescents and young people, suicide prevention, e-mental health, and positive psychology and wellbeing.

**Link:** [Black Dog Institute home page](#)

## Reach Out



**About:** Our mission is to deliver innovative e-mental health services that enable young people to take control of their mental health and wellbeing.

**Link:** [Reachout.com home page](https://reachout.com.au/)

## The Brave Program



**About:** BRAVE-ONLINE is an evidence-based cognitive behavioural therapy (CBT) available online to help children (8-12) and teenagers (13-17) cope with anxiety.

**Link:** [BRAVE-Online home page](https://braveonline.org/)

## Smiling Minds



**About:** Online and app-based program to improve wellbeing of young people through mindfulness meditation.

**Link:** [Smiling Mind home page](https://smilingmind.com.au/)

## If you are looking for an app to support you or your child...

### Calm Harm



**About:** Calm Harm provides tasks that help you resist or manage the urge to self-harm. You can add your own tasks too and it's completely private and password protected.

**Cost:** Free

**Available:** App Store & Google Play

### Clear Fear



**About:** The fear of threat, or anxiety, is like a strong gust of wind. It drags you in and makes you want to fight it or run away. Instead, face your fear with the free Clear Fear app and learn to reduce the physical responses to threat as well as changing thoughts and behaviours and releasing emotions.

**Cost:** Free

**Available:** App Store & Google Play

## ReachOut Worry Time



**About:** ReachOut Worry Time interrupts repetitive thinking by setting aside your worries until later, so you don't get caught up in them and can get on with your day. This means you can deal with worries once a day, rather than carrying them around with you 24/7

**Cost:** Free

**Available:** App Store

## ReachOut Breathe



**About:** ReachOut Breathe helps you reduce the physical symptoms of stress and anxiety by slowing down your breathing and your heart rate with your iPhone

**Cost:** Free

**Available:** App Store

## Smiling Mind



**About:** Smiling Mind is a meditation app for young people. It has been developed by a team of psychologists and uses mindfulness to boost calmness, contentment and clarity. Mindfulness meditation has been shown to help manage stress, resilience, anxiety, depression and improve general health and wellbeing.

**Cost:** Free

**Available:** App Store & Google Play

# FREE AND CHEAP MEALS - MACARTHUR REGION

The Macarthur emergency food resource contains information that is up to date at the time of publishing. Please notify community nutrition (4633 4179) of changes.

CAMPBELLTOWN

Organisation	Service	Time	Cost/Conditions	Transport	M	T	W	T	F	S	S
<b>3 Pillars Relief Agency</b> 1/5 Moorlands Rd Ingleburn Ph: 8119 5126	Food Hampers	Mon-Thurs 12-4.00pm Fri 12-3.00pm	\$25 per hamper. Order by phone or via facebook page.	Train 18 min walk	•	•	•	•	•		
<b>ADRA</b> 6 Mallee Pl Macquarie Fields Ph: 9829 6701	Food Hampers	Thurs 2.00-4.00pm	\$10 per hamper, hampers can be collected fortnightly. Visit centre to register. Discounted pantry items also available.	Bus 5 min walk				•			
	Emergency Food Relief	Mon-Thurs 9-5.00pm Fri 9-3.00pm	Emergency food relief in form of food items		•	•	•	•	•		
	Community Lunch	Every second Tues 12.00-1.30pm	Free - all welcome		•						
<b>Ambarvale/Rosemeadow Community</b> 6 Macbeth Way Rosemeadow	Fruit & Veg Boxes	Every Thurs 11.30	\$2 for a fruit and vegetable box. Allowance of one hamper per fortnight. See facebook page for further details.	Bus 2 min walk				•			
<b>Anglicare</b> Shop 1 & 2/31-35 Chamberlain St, Campbelltown Ph: 4621 6666	Emergency Food Relief	Mon-Fri 9:00 - 5:00pm Appointment required	Emergency relief in form of food parcels & financial assistance	Bus 5 min walk	•	•	•	•	•		
<b>Anglicare</b> 16-26 Dumaresq St Campbelltown Ph: 8774 7467	Community Pantry	Mon - Fri 9.00-4.45pm Sat 9.00-2.45pm	\$10 for a bag of groceries of choice from stock available. Pension, Health Care or Immigration Card required.	Bus 5 min walk	•	•	•	•	•	•	
<b>Anglicare</b> St Andrews Anglican Church 1 Riverside Dr Airds Ph: 0407 776 817	Mobile Community Pantry	Every second Wed 1.00-2.00pm		Bus 1 min walk			•				
<b>Anglicare</b> Eagle Vale Anglican Church 1 Emerald Dr Eagle Vale Ph: 9820 2680		Every second Wed 9.30-10.30am		Bus 1 min walk			•				
<b>Australian Pacific &amp; Maori Community Services</b> AB Central - 52 Riverside Dr Airds Ph: 0412 345 945	Food Hampers	Wed 12-2.00pm	\$10 per hamper. Pre-order before 10.00am Wednesday.	Bus 2 min walk			•				
<b>Break the Cycle Glenquarie Inc.</b> 32 Edgar St, Macquarie Fields Ph: 9829 8898	Community Pantry	Tues, Wed, Thurs 9:30 - 2:30pm	\$20 + \$2 joining fee. Can shop once per week	Bus 5 min walk, Train 15min walk	•	•	•				
	Food Vouchers & Assistance	Appointment required Tues, Wed, Thurs 9:00 - 2:00pm	Assessment appointment required. Catchment Glenfield-Campbelltown. Must be receiving Centrelink payments or job loss in family		•	•	•				
<b>Campbelltown Church of Christ</b> 65 Woodhouse Drive, Ambarvale Ph: 4625 7981	Emergency Food Relief	Tues & Thurs 9:30 - 12:30pm	Food relief in form of vouchers and food. Ambarvale, Rosemeadow & St Helen's Park residents.	Bus at site		•		•			
	Food Pantry	Mon, Tues, Thurs 9.00 - 1.00pm	\$10, \$20, \$30 bags. Concession card not required.		•	•		•			
	Community Lunch	Tues 11.30 - 12.30pm	Free - all welcome.		•						
<b>Lomandra Community Project</b> 4/5 Hollylea Rd Leumeah	Community Pantry	Tues - Fri 9.30-2.00pm	Includes pantry staples, school snacks and household items. Meal packs available for \$5 (feeds family 3-4) & \$10 (larger families)	Bus & train 8 min walk		•	•	•	•		
<b>Macarthur Diversity Services Initiative</b> 127 Dumaresq St Campbelltown Ph: 4627 1188	Food vouchers	Mon - Fri 8.30-4.30pm	Assistance is based on individual assessment	Bus 3 min, train 15min walk	•	•	•	•	•		
<b>Macarthur Gateway</b> 12 Browne St Campbelltown Ph: 4628 0008	Food Vouchers	Mon - Fri 9.00-4.30pm	Food vouchers for Aboriginal women with or without children. Paperwork to be completed at office, staff will provide assistance.	Bus & train 5min walk	•	•	•	•	•		
<b>Nagle Centre Family Care &amp; Support Service</b> <b>St Vincent de Paul Society</b> 22 Iolanthe St Campbelltown Ph: 4628 2928	Food Vouchers	Mon-Fri by appointment	Contact centre to book appointment. Residents of Campbelltown, Leumeah, Bradbury, Claymore or no fixed address. Home visit for other suburbs. Nil concession card required.	Bus 5 min walk, Train 10 min walk	•	•	•	•	•		
	Community Breakfast	Mon-Fri 9.00-10.30am	Free for Macarthur Community members		•	•	•	•	•		
	Community Lunch	Mon - Fri 12:00 - 1:30pm			•	•	•	•	•		
	Community Dinner	Tues & Wed 5:30 - 6:45pm			•	•					
<b>Nazfoodbank Sydney</b> 6 Macbeth Way Rosemeadow Facebook: Nazfoodbank Sydney	Food Hampers	Fri 2.00pm	\$5 donation for mixed food hamper. Order through Facebook or present and pay	Bus 2 min walk					•		
<b>South West Multicultural &amp; Community Centre</b> 4 Surrey St Minto Ph: 9603 2500	Food Hampers	Tues 3.30-5.00pm	\$10 per hamper. Meal available on collection.	Bus & train-5 min walk		•					
<b>Tharawal Aboriginal Corporation</b> 187 Riverside Drive, Airds Ph: 4628 4837	Community Kitchen	Monday lunch in school term	Free. Cook and share affordable and nutritious foods. Run by the dietitian	Bus at site	•						
	Food Vouchers	By appointment	Vouchers to purchase food. Based on assessment at appointment. Mainly for Aboriginal or Torres Strait Islander people.		•	•	•	•	•		
	Good Tucker Fruit & Veg	Deliver on Tuesday	\$20 per box of fruit & veg. Can be delivered to home or picked up from centre. Required to complete registration form.		•						

# FREE AND CHEAP MEALS - MACARTHUR REGION

The Macarthur emergency food resource contains information that is up to date at the time of publishing. Please notify community nutrition (4633 4179) of changes.

## CAMPBELLTOWN

Organisation	Service	Time	Cost/Conditions	Transport	M	T	W	T	F	S	S
<b>The Junction Works</b> Claymore Community Centre 9 Gould Road Claymore Ph: 4626 2007	Community Pantry	Wed & Fri 10.00-2.00pm	\$10 per bag, \$20 for 3 bags and \$15 per meat bag.	Bus at site			•		•		
	Food Express - Food Relief	Mon 2.00pm until unavailable	Food relief in form of food items		•						
	Shining Star Community Lunch	Mon 12.00-1.00pm (except public holidays)	Coin donation optional		•						
	Kalon Community Lunch	Second & fourth Tuesday of month 12-2.00pm	Free			•					
<b>The Junction Works</b> Tallowood Community Centre 2 Littimer Way, Ambarvale Ph: 4625 7333	Community Pantry	Tues 11:00am - 12:30pm	Discounted pantry items. Meat and fresh produce when available.	Bus 1 min walk		•					
	Community Lunch	Every second Tues 11.30-12.30pm	Free			•					
<b>The Junction Works</b> Macbeth Way Community Centre 6 Macbeth way, Ambarvale Ph: 4625 7333	Community Lunch	Fourth Thurs of month 12:00 - 1:30pm	Free	Bus 2 min walk				•			
<b>We are Community</b> 18 Blaxland Rd Campbelltown Ph: 0430 391 971	Breakfast Service	Sat 8.00-10.30	Free Washing machines, dryers, showers, clothing, toiletries and books also available.	Bus 10 min walk, Train 15 min walk						•	
	Roast dinner Service	First Sunday of month 5.00pm	Free. Hair cuts also available.								•
	Night Patrol Meal delivery	Mon - Fri	Referral required from local organisation e.g. Anglicare or Argyle Housing. If homeless, no referral required, will meet in safe place of your choosing.	N/A	•	•	•	•	•		

## WOLLONDILLY

Organisation	Service	Time	Cost/Conditions	Transport	M	T	W	T	F	S	S
<b>Anglicare</b> 137 Remembrance Dr Tahmoor Ph: 9895 8011	Community Pantry	Mon - Fri 9.00-4.45pm Sat 9.00-2.45pm	\$10 for a bag of groceries of choice from stock available. Pension, Health Care or Immigration Card required.	Train 5 min walk	•	•	•	•	•	•	
<b>St Vincent De Paul Society</b> Ph: 4677 2493 (Picton/Bargo) 4657 2004 (The Oaks)	Emergency Food Relief	Call the helpline anytime and leave a message with your details	Emergency relief in form of food parcels and financial assistance. Wollondilly residents only.	N/A							
<b>Whole Heart Communities Our Community Pantry</b> 223 Great Southern Rd Bargo Ph: 0402 406 492 Facebook: Our Community Pantry	Click and Collect Meals	Order Tues 2-5pm Collect Tues 4-7pm	\$6 and \$10 (Family size) meals. Meals listed on facebook page, menu changes weekly	Train 1 min walk		•					
	Community Pantry	General Shop Tues 10.30-1.00pm & Wed 6-8.00pm Hampers Fri 6-8.00pm	General Shop: Discounted groceries and household items Hampers: \$30 & \$50 hampers. Order by 9am Friday			•	•		•		

## CAMDEN

Organisation	Service	Time	Cost/Conditions	Transport	M	T	W	T	F	S	S
<b>Big Yellow Umbrella/Dignity</b> 16-24 Queen St Narellan Ph: 1300 332 334	Free Food Relief Program	Every second Monday 11.00-11.30am	Free fruit and vegetables. Bring a bag or box to take what you need.	Bus 2 min walk	•						
<b>St Vincent De Paul Society</b> Ph: 4655 9614	Emergency Food Relief	Call the helpline anytime and leave a message with your details	Emergency relief in form of food vouchers.	N/A							
<b>Turning Point Camden</b> Unit 1/33 Elizabeth St, Camden Ph: 4655 1567 Contact form on website: <a href="http://www.turningpointcamden.org.au/">www.turningpointcamden.org.au/</a>	Food Vouchers	Wed - Fri 10:00 - 2:00pm	Free. Interview at first visit to discuss assistance needed. Appointment preferred but can just drop in. Food vouchers subject to availability.	Bus 5 min walk			•	•	•		
	Community Pantry						•	•	•		
	Community Breakfast	Fri 9.30-11.00am	Optional cold coin donation						•		
	Community Lunch	Wed & Thurs 12.00-12.30pm					•	•			

## WINGECARRIBEE

Organisation	Service	Time	Cost/Conditions	Transport	M	T	W	T	F	S	S
<b>Anglicare</b> Mittagong Anglican Church Cnr of Main and Station Streets Ph: 4871 1947	Mobile Community Pantry	Every second Fri 10.30-11.30am	\$10 for bag of groceries of choice from stock available. Pension, Health Care or Immigration Card required.	Train 3 min walk					•		
<b>Anglicare</b> Moss Vale Anglican Church Cnr of Waite and Browley Streets Ph: 4868 1299		Every second Fri 1.00-2.00am		Bus & train 10 min walk					•		
<b>St Vincent De Paul Society</b> 248 Bong Bong St Bowral Ph: 4861 2852	Emergency Food Relief	Tues & Thurs 10.00-2.00	Emergency relief, providing 10-12 items of food. Appointment required, call before attending	Bus & train 5 min walk	•		•				



# COPING CALENDAR: KEEP CALM. STAY WISE. BE KIND



30 actions to look after ourselves and each other as we face this global crisis together. Please use & share 🙏

**1** Make a plan to help you keep calm and stay in contact

**2** Enjoy washing your hands. Remember all they do for you!

**3** Write down ten things you feel grateful for in life and why

**4** Stay hydrated, eat healthy food and boost your immune system

**5** Get active. Even if you're stuck indoors, move & stretch

**6** Contact a neighbour or friend and offer to help them

**7** Share what you are feeling and be willing to ask for help

**8** Take five minutes to sit still and breathe. Repeat regularly

**9** Call a loved one to catch up and really listen to them

**10** Get good sleep. No screens before bed or when waking up

**11** Notice five things that are beautiful in the world around you

**12** Immerse yourself in a new book, TV show or podcast

**13** Respond positively to everyone you interact with

**14** Play a game that you enjoyed when you were younger

**15** Make some progress on a project that matters to you

**16** Rediscover your favourite music that really lifts your spirits

**17** Learn something new or do something creative

**18** Find a fun way to do an extra 15 minutes of physical activity

**19** Do three acts of kindness to help others, however small

**20** Make time for self-care. Do something kind for yourself

**21** Send a letter or message to someone you can't be with

**22** Find positive stories in the news and share these with others

**23** Have a tech-free day. Stop scrolling and turn off the news

**24** Put your worries into perspective and try to let them go

**25** Look for the good in others and notice their strengths

**26** Take a small step towards an important goal

**27** Thank three people you're grateful to and tell them why

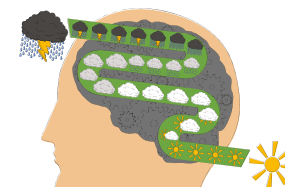
**28** Make a plan to meet up with others again later in the year

**29** Connect with nature. Breathe and notice life continuing

**30** Remember that all feelings and situations pass in time



“Everything can be taken from us but one thing: the freedom to choose our attitude in any given set of circumstances” ~ Viktor Frankl



**ACTION FOR HAPPINESS**



[www.actionforhappiness.org](http://www.actionforhappiness.org)

Find out more about the Ten Keys to Happier Living, including books, guides, posters and more here: [www.actionforhappiness.org/10-keys](http://www.actionforhappiness.org/10-keys)

# How to Handrub?

**RUB HANDS FOR HAND HYGIENE! WASH HANDS WHEN VISIBLY SOILED**

 **Duration of the entire procedure: 20-30 seconds**

**1a**

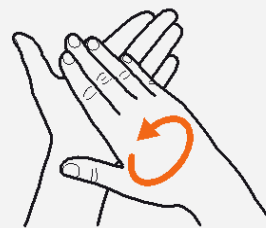


Apply a palmful of the product in a cupped hand, covering all surfaces;

**1b**

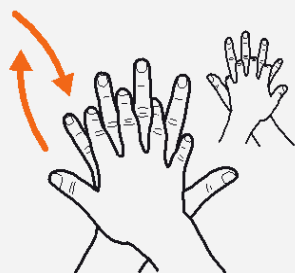


**2**



Rub hands palm to palm;

**3**



Right palm over left dorsum with interlaced fingers and vice versa;

**4**



Palm to palm with fingers interlaced;

**5**



Backs of fingers to opposing palms with fingers interlocked;

**6**



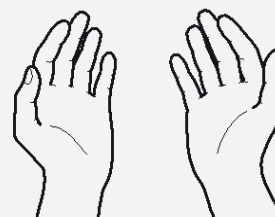
Rotational rubbing of left thumb clasped in right palm and vice versa;

**7**



Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;

**8**



Once dry, your hands are safe.



**Patient Safety**

A World Alliance for Safer Health Care

**SAVE LIVES**  
Clean Your Hands

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# Funerals and Sorry Business during coronavirus

# FACTSHEET

The Federal Government has banned large indoor and outdoor gatherings to prevent the spread of coronavirus (COVID-19), and this includes sorry business and family gatherings.

We know sorry business and other cultural reasons for large gatherings in communities are very important, but it is important to understand that it will put Elders and others who are already ill at serious risk if you don't observe health advice.

## Travel restrictions

Travelling in and out of communities even to attend smaller funerals or gatherings will increase the risk of infection within your community, and many communities have put local travel restrictions in place for this reason.

## Talk to families early

Communicating with the family about the risk of infection, and the significant risk to their own health, to their family and their community, are discussions that may take several conversations, and it is best to start the conversation early.

## Other ways for Sorry Business

Families could be encouraged to consider alternative options, with the support of their local councils and churches, such as:

- Working with churches in key communities to do a live broadcast of a church service. For example a sermon held in Hope Vale could be skyped or broadcast to community members at Wujal Wujal and Cairns at the same time.
- Support and encourage families to send video messages of condolence that could be provided to the family to screen at the funeral.
- If there is limited access to technology, communities could be encouraged to hold memorial services in their own community at the same time as the funeral service.
- Supporting families to provide copies of funeral programs and/or eulogies for distribution at the live broadcast and or memorial service.
- Some communities have access to broadcast facilities under the Commonwealth Broadcast in Remote Communities Scheme (BRACS), which may enable broadcast of the service by radio.

- Participation in options utilising technology such as smartphones, facetime, skype and or coordinated memorial services, but also with a localised wake to enable people to grieve in a culturally safe environment with family and friends.

## Social distancing

**Please follow health precautions to help protect yourself and your community by practicing good hygiene, self-isolation and social distancing even during this time of grieving.**

What is social distancing?

- staying at home when you are unwell
- avoiding large public gatherings if they're not essential
- keeping a distance of 1.5 metres between you and other people whenever possible
- minimising physical contact such as shaking hands.

Essential indoor gatherings should apply social distancing and good hygiene practices, including enough space to maintain a distance of 1.5 metres between people and providing hand hygiene products and suitable rubbish bins, with frequent cleaning and waste disposal. These measures also apply to outdoor spaces.

## Help is available

If you or someone you care about is distressed, in crisis, suicidal or needs someone to talk to, help is available. The following services provide confidential, non-judgmental support.

This service is a confidential mental health telephone triage service for Queenslanders that provides the first point of contact to public mental health services.

**1300 MH CALL (1300 642 255)**

This service provides 24 hour assessment, referral, advice, and hospital and community health centre contact details.

**13 HEALTH (13 43 25 84)**

## More information

If you would like assistance with organising any of these options, please contact your local Department of Aboriginal and Torres Strait Islander Partnerships (DATSIP) office at [www.datsip.qld.gov.au/people-communities/regional-centres](http://www.datsip.qld.gov.au/people-communities/regional-centres)

# COVID-19 (coronavirus) Clinics

**NSW Health** is recommending people with acute cold, flu like symptoms who are returned travellers from overseas, or who have made contact with a confirmed case, be tested for COVID 19.

Please contact the clinic before to ask further questions or **Health Direct Hotline** on **1800 020 080**



## Sydney Local Health District



All enquiries on Coronavirus to Sydney LHD on 1800 022 222

Name of Clinic	Clinic Location	Opening Hours
<b>RPA Hospital</b> COVID-19 Clinic	Level 3, Gloucester Drive Entrance Royal Prince Alfred Hospital Off Missenden Road, Camperdown	8am to 10pm, 7 days a week  Please note: The last patient will be triaged at 9pm to allow staff time to finish assessing patients.
<b>Concord Hospital</b> COVID-19 Clinic	NSW Institute of Sports Medicine (opposite Concord Hospital Emergency Department) Concord Hospital Hospital Road, Concord	8am to 10pm, 7 days a week
<b>Canterbury Hospital</b> COVID-19 Clinic	Outpatient Department (access via the main entrance) Canterbury Hospital 575 Canterbury Road, Campsie	8am to 10pm, 7 days a week
<b>Redfern Health Centre</b> COVID-19 Clinic	103-105 Redfern Street, Redfern Phone: (02) 9395 0444	9am to 4pm, Monday to Friday
<b>Balmain Hospital</b> General Practice Casualty	Balmain Hospital General Practice Casualty 29 Booth Street, Balmain	8am to 10pm, 7 days a week  Please note: This is not a separate COVID-19 Clinic – GPC provides assessment to a small number of people as required

🌟 **Protecting Elders** 🌟 **Protecting Family** 🌟 **Protecting Yourself** 🌟

## South Eastern Sydney Local Health District



Name of Clinic	Clinic Location	Opening Hours
<b>Prince of Wales Hospital</b>	Building 14B, Ground floor, Avoca St, Randwick NSW 2031 (formerly Diabetes Centre, opposite St Paul Street) Contact: 9382 2710	7 days a week, 10am to 8pm
<b>St George Hospital</b>	St George Hospital Emergency Department St George Hospital, Level 1, Clinical Services Building - entrance via Gate 3, Kensington Street, Kogarah Contact: 9113 1111	Open 24 hours
<b>The Sutherland Hospital</b>	Ground Floor, Old Emergency Department – enter via Kareena Road entrance Contact: 9540 8998 or extension 38998	7 days a week, 8am to 8pm
<b>Sydney / Sydney Eye Hospital</b>	Sydney / Sydney Eye Hospital Emergency Department Contact: ED triage 9382 7008	Open 24 hours

# COVID-19 (coronavirus) Clinics

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🌟 **Protecting Elders** 🌟 **Protecting Family** 🌟 **Protecting Yourself** 🌟

## North Sydney Local Health District



Name of Clinic	Clinic Location	Opening Hours
<b>Royal North Shore</b>	Reserve Road, St Leonards, NSW 2065 Contact: (02) 9926 7111	Open 24 hours
<b>Hornsby Kuringai</b> (including Bungee Bidgel Aboriginal Health Clinic)	Palmerston Road, Hornsby, NSW 2077 Contact: (02) 9477 9123  Bungee Bidgel : Hornsby Hospital General Practice Unit. 3-7 Derby Road Hornsby NSW 2077 Contact: 02 9485 6200	Open 24 hours
<b>Northern Beaches</b>	105 Frenchs Forest Road (West) Frenchs Forest NSW 2086 Contact: (02) 9105 5000	Open 24 hours

## Sydney Children's Hospitals Network



Name of Clinic	Clinic Location	Opening Hours
<b>Children's Hospital at Westmead</b>	Cnr Hawkesbury Rd & Hainsworth St, Westmead NSW 2145 Contact: (02) 9845 0000	Open 24 hours
<b>Sydney Children's Hospital, Randwick</b>	High St, Randwick NSW 2031 Contact: (02) 9382 1111	Open 24 hours

## St Vincents Public Hospital



Name of Clinic	Clinic Location	Opening Hours
<b>St Vincents Public Hospital</b>  Flu Assessment Clinic	390 Victoria Street Darlinghurst NSW 2010 Contact: 02 8382 1111	10am – 8 pm Mon - Sunday

## Preventing Coronavirus Outbreaks in



# Aboriginal Communities

\* Protecting Elders \* Protecting Family \* Protecting Yourself \*

**Call 000 for emergencies –**  
If you are seriously unwell  
(breathing difficulties)



**Symptoms for COVID-19**  
include: **Fever, cough,**  
**runny nose and shortness**  
**of breath** – it can sometimes  
cause **pneumonia**  
or **serious respiratory distress**



Contact the **Coronavirus Health**  
**Direct Line on 1800 020 080**  
for advice if you are unsure  
of your symptoms



## Steps for our mob – Coronavirus

**Self isolate and**  
**practice good**  
**hygiene** until you  
know your results –  
**even if your**  
**symptoms go away**



**Contact your doctor**  
and **advise** if you are  
or could be **experiencing**  
**COVID-19 symptoms**



Doctor will either  
take a swab sample  
or advise you  
to visit the closest  
**COVID-19 Clinic**



**People to be tested for COVID-19**  
**in NSW is someone who has:**

- Recently travelled overseas
- Had close contact  
with a confirmed case
- Sometimes a doctor will  
decide to test other people  
if they are very sick



## Preventing Coronavirus Outbreaks in

# Aboriginal Communities

\* Protecting Elders \* Protecting Family \* Protecting Yourself \*

The most important things for everyone to remember are:

- **Wash your hands for 20 seconds often, with soap and water** 
- **Try not to touch your face, nose or mouth unless you've just washed your hands** 
- **Try not to kiss or shake hands with people** 
- **Try and keep one and a half metres away from other people** 

1.5 metre away  
MORE if SICK
- **Cough or sneeze into your elbow (if you don't have a tissue)** 
- **Be ready for Winter - Get your free flu vaccination at your local Health Centre/ GP/ AMS. Over 50? Get a free pneumonia vaccination too.** 

FLU VACCINE  
PNEUMONIA VACCINE
- **COVID 19 Screening Clinics: Please see ATTACHED FLIER for a LIST of ASSESSMENT CLINICS IN YOUR LOCAL AREA.** 
- **If you get sick, stay at home ask your GP or call**  **Australian Government Health Direct Hotline on 1800 020 080**

