



Student preparation checklist – Secondary School Students

In readiness for any potential shutdown of schools due to the COVID-19 virus, Brighton Grammar have prepared contingencies to minimise the impact on student learning and we have plans in place to address this scenario should it arise.

To enable teaching staff to deliver and manage an online student learning environment, there are a few things we would like parents to be aware of to facilitate the boys learning and how they will be able to support their children from home. Below is a checklist of key things for 'at home' requirements to ensure your readiness:

1. Internet Access

Students will require an internet connection to receive and complete work online. We advise you are mindful of the number of students you have potentially at home at once accessing online school work. It may be necessary to use mobile phone 'hotspot' as a backup. 4G performance from most major phone providers will be sufficient to complete any anticipated schoolwork from Brighton Grammar during a potential shutdown.

2. Access to a computer with Audio

Secondary students all have an existing computer each, and this will continue be required for online access. Should they experience any difficulties with their laptop, a shutdown period will prevent IT from doing repairs and hands-on support. Note that secondary students can use any computer or iPad with internet during this time as a backup – refer to the *Useful Links* section below for the URLs required.

For some classes, students will be required to listen to the audio/video content uploaded, so working audio on their computer is a must. They may wish to use headphones to eliminate background noise or for concentration.

3. Check your parent access

We will re-send to all families your parent login details for The Hub and SynPortal this week via email. Should you experience any difficulties with your login/password during a shutdown, please email:

parentassist@brightongrammar.vic.edu.au

4. Useful Links for online Learning

1. **The Hub:** <https://thehub.brightongrammar.vic.edu.au>

Secondary boys already use and are familiar with our BGS learning management system 'The Hub' which will continue to be the central location for teachers to provide students work, deadlines and timetables. This is an existing cloud solution, and is available from any device. Boys connect with their BGS username/password.

2. **Office 365:** www.office.com

Secondary boys already should be saving all their school work in OneDrive via Office 365 already. This is an existing cloud solution, and is available from any device. Boys login with their BGS email/password.