



Dear Members

## FEDSAS Centre of Technology - COVID-19 and Schools

*What if we need to ask learners and teachers to stay at home for a day, week or extended period – how will they keep on learning and teaching?*

**The 1-2-3 of remote learning in case we need to close the campus for a few days or weeks due to the scare around COVID-19.**

The Corona virus scare has now reached many shores. Last week a school in South Africa decided to close for a day. Many international schools were first to close and even some big sports events have been converted to a no-spectator event. Large companies world-wide have encouraged remote working where possible. Schools may want to consider how to prepare for the, hopefully, unlikely event of campus closures. We look at a few options and some solutions for each of the options.

### Options for Students and Educators:

1. Record lessons using an online platform and deposit / store it in an online platform on central drive for learners (parents) to access
2. Live webinar sessions of lessons with interactivity and real time connection with learners
3. Project based learning whereby learners do on-line research and submit papers / projects to a central drive for educators to access.

<b>1. Remote teaching and learning with the delayed delivery of a pre-recorded session:</b>	<b>Solutions for this option:</b>
---	-----------------------------------

<p>Record session audio, video and presentation. Numerous takes can be done to ensure the final version is accurate.</p> <p>Store the recorded file/s on a central drive on the internet for all to access.</p> <p>Make use of pre-existing online content created by third party suppliers.</p>	<p>Microsoft Teams and OneDrive (FEDSAS Centre for Technology member)</p> <p>LMS platforms like Moodle / Blackboard /EdX Webcam or CCTV camera in class Quicktime Zoom Smart Learning Suite / Notebook Google Hangouts and Drive Dropbox</p> <p>The school and/or parents may opt to subscribe to some of the existing solutions with online lessons. Khan Academy and many others</p>
--	--

Even though teachers present live sessions daily in class, it may seem awkward at first to deliver a lesson live in front of a screen and empty class. It may thus be more comfortable for a teacher to record a session and package the audio / video and presentations into a final product. This would be like recording a TV lesson. In an on-demand society like ours, this is ideal for the consumer (learner / parent) to access whenever and from wherever they wish. The file or files are placed on a central location for remote access by many.

<p><b>2. Remote teaching and learning in real time:</b></p>	<p><b>Solutions for this option:</b></p>
<p>Live virtual contact session with audio, video and screen sharing of the presenter</p>	<p>Microsoft Teams and OneDrive (FEDSAS Centre for Technology member)</p> <p>LMS platforms like Moodle / Blackboard / EdX Webcam or CCTV camera in class Quick Time Zoom GoTo Meeting Smart Learning Suite / Notebook Google Hangouts and Drive Dropbox</p>
<p>Webinar software is easily available and many of the brands have a free version. This format is a live session with the possibility of interactivity that may include questions and answers, multiple presenters, video sharing and screen sharing. These live sessions can also be recorded, and the raw file can be stored in the same virtual location as mentioned for the above pre-recorded sessions. The live sessions can take the form of a “one-to-many” session or a “many-to-many” session. One on one sessions can also be facilitated although the predominant requirement would be for virtual class sessions.</p>	

<p><b>3. Project based learning:</b></p>	<p><b>Solutions for this option:</b></p>
--	--

Set individual and group tasks and communicate with classes using online mobile platforms. Students research online. Students prepare projects or papers online. Students collaborate with others.	Microsoft Teams and OneDrive [Including O365 / OneNote / Sway] (FEDSAS Centre for Technology member)  LMS platforms like Moodle / Blackboard / EdX WhatsApp Wikipedia and other online resources Google Classroom
--	---

**This is a great option for reaching and teaching students and is very relevant in both a regular learning and teaching environment and also in a temporary closed campus environment. Research projects, individual or collaborative groups, can be introduced and exploited.**

## For Parents, Administrators and School Management:

1. Communication to parents
2. Meetings with groups of parents
3. Meetings between staff

<b>1. Communication to parents</b>	<b>Solutions for this option:</b>
Communication with parents and guardians is an ongoing important task of the school.	d6 Connect / Communicator (FEDSAS Centre for Technology member)

<b>2. Meetings with parents / groups of parents</b>	<b>Solutions for this option:</b>
SGB Training SGB Meetings Committee meetings Activity group meetings Parent engagement and information sessions.	FEDSAS E-Learn platform and FEDSAS Online  Microsoft Teams (FEDSAS Centre for Technology member)  Zoom / GoTo Meeting / Google Hangouts

<b>3. Meetings between staff (administrators and / or educators)</b>	<b>Solutions for this option:</b>
Staff meetings Grade meetings / HOD Meetings SMT Meetings Finance meetings and various others	Microsoft Teams and OneDrive (FEDSAS Centre for Technology member)  Zoom / GoTo Meeting / Google Hangouts

Microsoft Teams, that includes Skype, Chat, File sharing and other features are free to public schools through the provincial departments of education. Microsoft announced on 4 March 6, 2020, that the Microsoft offering of Teams will be free for six months in the light of more companies considering remote working.

<https://educationblog.microsoft.com/en-us/2020/03/how-schools-can-ramp-up-remote-learning-programs-quickly-with-microsoft-teams/>

<https://matthewhains.online/coronavirus-shutting-school-down-what-about-teaching-online/>

<https://docs.microsoft.com/en-us/microsoft-365/education/intune-edu-trial/enable-microsoft-teams>

<https://docs.microsoft.com/en-us/MicrosoftTeams/remote-learning-edu>

[MEA EDU - Remote Learning - School Leader's Guide](#)

[MEA EDU - Remote Learning - Teacher's Guide](#)

A critical ingredient in the above proposed options is affordable access to a stable and speedy internet connection for the learners, teachers and parents. The use of the internet attracts a level of risk that most of us are aware of. Data security, secure connections, access to undesired sites / pages and various other risks need management. Hardware and software can mitigate these risks. Investigate security on networks, devices and review policies. Fortinet (a member of the FEDSAS Centre for Technology has firewall and device management solutions in this regard). [www.fortinet.com](http://www.fortinet.com) or contact the FEDSAS Centre for Technology.

With respect to learners' access to devices and potential risks of undesirable pages being visited, the FEDSAS Centre for Technology is working with CASE – The Centre Against Sexual Exploitation. A video with 5 easy steps to porn proof your house can be viewed at the link: <https://www.youtube.com/watch?v=6ZQShEnEEPs>.

## In conclusion:

1. Stay calm
2. Prepare infrastructure for remote classroom
3. Investigate software and hardware solutions for the deployment of lessons
4. Contact the FEDSAS Centre for Technology for advice.

**Please feel free to contact the FEDSAS Centre for Technology at [tech@fedsas.org.za](mailto:tech@fedsas.org.za) or Riaan van der Bergh – 082 490 5790**

This newsletter is not about the eventuality plan. In the case of rolling out a plan:

1. Stay calm and do not fuel panic
2. Contact the Department of Education immediately
3. Contact the Department of Health immediately
4. No closure of a public school may be done without the permission of the Provincial Head of Department – thus do not close the school without consultation in this regard
5. In light of the context of COVID-19, review policies, procedures and plans for any other health crisis or catastrophic eventuality.)

**Paul**  
**CEO: FEDSAS**

**Colditz**



U het hierdie e-pos ontvang omdat u op die skoolbeheerliggaam van 'n FEDSAS lidskool is.  
You are receiving this email because you are on the school governing body  
of a FEDSAS member school.

© FEDSAS

"The leaders in school governance and management"  
"Die leier in skoolbeheer en -bestuur"