



# Clavis International Primary School

Montagne Ory, Moka, Mauritius

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## The Clavis Chronicle

### A GOOD START!

Dear Clavis Community,

I subtitled this communication a 'good start' rather than a 'great start' because we still do not have our students at school; however, we are hopeful for some positive news from this afternoon's press conference about the schooling situation! So far we have been very pleased with how well students have settled in and adjusted to their classes being virtual. It has been wonderful to see the commitment of students, many of whom are regularly in their school uniforms as well. While we cannot provide the face-to-face experience we want, we can provide the same learning expectations and outcomes in alternative ways. A communication will go out on Tuesday about the 31 January conferences to share more about these expectations (page 2).

The Distance Learning Portal will continue to be updated and a number of resource pages are being added to each day. If you have suggestions for additions to the site to improve or increase information to parents, please let me know. As a reminder, this is a private site for Clavis families and it has not been made public through web searches. Do not share this site with anyone outside of our school. If we see people in our Zoom Waiting Rooms who are not in that class then we may need to enable passcodes to all sessions. See page 5 for more information about Zoom expectations.

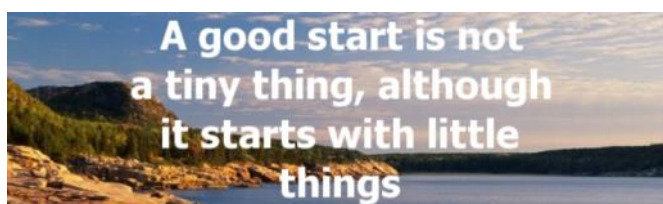
We had many parents submit their information for us to share with other parents in their year level, who also filled out the survey. We hope that some of you were able to connect with other families to assist with distance learning and supervision. Please see page 3 for more information.

It was great to see many parents and a few students dropping by this week to collect different work books being distributed. If your year level was sending home books and you could not make it, please contact your teacher to arrange a mutually beneficial time to come in to collect these. If your year level did not send home student workbooks this week it is likely that they are not required yet. Your child's year level will let you know when your day will be.

Once again, we truly appreciate your support and patience as we continue to make adjustments to this challenging (but manageable) good start to the new school year. We hope that all students have been able to adapt as well as can be expected and have been positively engaged. Happy learning!

Take care,  
Jeff

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Headmaster  
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Primary Years  
Programme

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### WHAT'S COMING UP?

- **31 January:** Parent-Teacher Conferences
- **1 February:** National holiday (Abolition of Slavery / Chinese New Year)
- **1 March:** National holiday (Maha Shivaratri)
- **11 March:** Flag Raising Ceremony (likely half day)
- **4 April to 22 April:** End-of-Term holidays
- **2 May:** Staff in-Service day (no school for students)
- **3 May:** National holiday (Eid al-Fitr—TBC)

## WHAT ELSE DO YOU NEED TO KNOW AT CLAVIS?

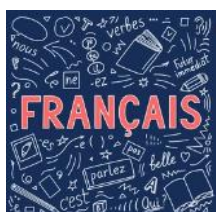


### **Parent-Teacher Conferences Monday, 31 January:**

A communication will be sent home early next week (likely Tuesday) for you to sign up for your conference and meet with your homeroom teacher.

There will not be pre-assigned times to meet with specialist teachers, as the priority is discussing a general overview of how your child has settled in and where potential areas of focus need to be. Parents can contact specialists individually to arrange for a Zoom meeting on the same day if they would like to learn more about the subject curriculum;

however, please be mindful that some of our specialists are responsible for 100s of students across the school and will not be able to accommodate all requests to meet, nor will they be able to provide any feedback on your child's progress at this time.



**French Learning:** Previously, students who were new to French were in the *French as an Additional Language* (FAL) class with Ms Sandrine; however, some students who are considered new to French may have French skills which go beyond that class, while other students who are not new to French may need skills that are more appropriate to that class. We no longer have an FAL learning group. Instead, students will be grouped across the French teachers depending on where their current skill needs are. There will be

overlaps between all French teachers, particularly at the beginning of the year, but lesson objectives will evolve to be more differentiated between the groups as we better understand the learners' needs. There may be times where student learning needs would be better suited being taught within a different skills group and teacher. In those cases, students may be moved to a different skills group and teacher; however, this would usually only happen between learning terms. Finally, groups are not created by levels (eg, high, middle, low / advanced, developing, beginner) so please stop asking teachers what level your child is in. Students are grouped by what skills (reading, writing, listening, speaking) they are learning together.

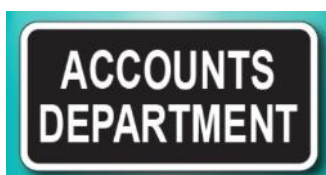


**Student Attendance:** While we are working online, we continue to keep track of student attendance and participation, for both homeroom and specialist classes. If your child is unable to be present for any of their online lessons, please send a message to homeroom or specialist teacher. For any extended absences, please contact the offices.



No Internet Connection

**Technological and Connection Problems:** Clavis occasionally experiences disruptions in power and may lose Internet connection at times. Often these are resolved quickly, so please encourage your children to try reconnecting to the Zoom meeting if it unexpectedly ends. Sometimes we might not be able to reconnect here at school. In those cases, teachers will either review or reteach that lesson next time to ensure nothing is missed. We are understanding when these issues happen at home as well. When your child loses their connections, please inform the teacher about the disruption and they will work out if any review is needed.



**A note from Accounts:** Thank you very much for the standing orders and other payments that are already in place. Please email Gail Rault <[gail.rault@cips.me](mailto:gail.rault@cips.me)> if this is not the case then she will send out a revised invoice/standing order to you as soon as possible.

# CONNECTING FAMILIES FOR DISTANCE LEARNING

Below is the letter that went out to those families who completed the survey. We will keep the survey open and update the lists within new participants as they come in. It usually takes us a day to do this and send the new family the link to the year level list.

[Survey Link Here](#)

Dear Clavis Family,

You have indicated that you are interested in connecting with other parents in your class to explore possible options for your children to work together and for households to share responsibilities for supervising children. You also indicated that we have permission to share your provided information with other respondents of the survey. Due to the limited number of responses from individual classes, we are providing the list to all parents in a year level who participated in the survey.

Please note that CIPS and its staff will not take any responsibility for organising groups or connecting students together. Nor will they be responsible for anything that happens as a result of gatherings between students and families outside of the school's campus. The choice to establish connections and travel to other Clavis family homes is at your discretion. Furthermore, CIPS and its staff will not get involved with resolving any disputes or issues that arise between parties as a result of any resulting gatherings. The survey details are for information purposes and are provided only to the survey participants to use appropriately.

In using this information, please be aware of the following conditions:

1. This information is private and cannot be shared with individuals outside the year level list. Permission from participants must be arranged before sharing any information to other individuals.
2. As new parents or guardians complete the survey, the linked spreadsheet will be updated and shared only with those new participants.
3. The purpose of this information is to inform other interested families of other Clavis families who would like to coordinate and collaborate to support their children with distance learning.
4. Hosting families will provide a safe environment and ensure that responsible adult supervision is provided to all visiting children. This includes all appropriate COVID sanitary measures.

In using this information, please be aware of the following recommendations:

1. Families should not abuse the kindness and accommodations that a family might offer. This includes things like sharing any incurred costs as a result of a family hosting others or offering to look for ways to reciprocate the kindness or help that family, as examples.
2. Unless specifically offered, do not expect a host family to provide meals and snacks for your child. Please send food and drink with your child as needed.
3. Unless specifically offered, do not expect a host family to provide stationery. Please send any needed materials your child will need to do their work (eg, paper, pencils, scissors)
4. Children should have their own devices and charging equipment. It is also highly advised that they have headphones so children in different classes or year levels sharing a room are not disrupting each other.
5. Please discuss any allergies or medical concerns that your children have before
6. Do not overburden a host family with your children knowing that they can present challenging or disruptive behaviour to those supervising or the other children they are learning with
7. Families should respect the conditions that a host family proposes. These include, but is not limited to:
  - a) Adhering to agreed pick-up and drop-off times
  - b) Adhering to the times they can accommodate or host your children
  - c) Adhering to agreed safety protocol expectations and procedures (eg, masks)
  - d) Adhering to the number of children they agree to accommodate (ie, do not ask a host to add "just one more child")
  - e) Adhering to the age of children they agree to accommodate (ie, do not ask a host to add a child that is older or younger than a host is comfortable having)
  - f) If a family says they can no longer have your child at their house, accept this and move on. A host may feel uncomfortable sharing the reasons, which might include your child's behaviour, you not adhering to agreed times, COVID safety concerns, or the fact that you never offer to help and share in the responsibilities.

We at Clavis hope that families can find opportunities to connect together in mutual support of their children's distance learning challenges. It is not easy for anyone, but we can make it easier by working together. We wish you all the best and happy learning!

[Link to Year X Survey Participants](#)

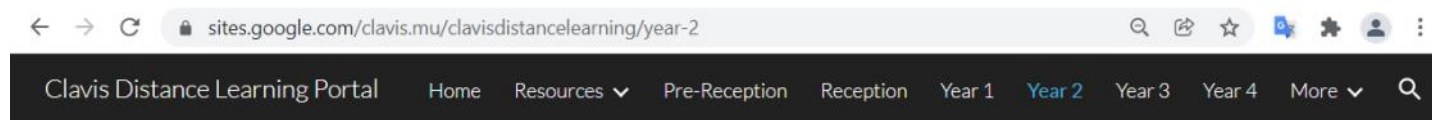


## DISTANCE LEARNING PORTAL

The introduction of the Distance Learning Portal seems to have improved the access and understanding of learning periods and Zoom sessions. Please be aware of a few elements to help you navigate and use this site as effectively as possible. The direct link to the site is:

<https://sites.google.com/clavis.mu/clavisdistancelearning>

The navigation bar at the top will take you to the individual year levels where you can scroll down to your child's weekly timetable.

































On that year level page, you can click the schedule to open it up into a full page. If it is easier for some, you can simply save the direct link to the class's weekly schedule instead of navigating through the Distance Learning Portal each day.








Sometimes a period might not have a Zoom session planned that week, either because the teacher is absent or it is not required. If there is an alternative activity planned, it will be updated on the schedule.

**Weekly Schedule for Miss Amanda's Year 3AA Class**

Click the  or  for the Zoom link

	1 8:30	2 9:20	Break 10:00	3 10:20	4 11:10	Lunch 11:50	5 12:30	6 13:20	7 14:10
<b>Monday</b>	Maths 	Unit of Inquiry 	Break	Music 	French (click link below) 	Lunch	Language Arts 	Self Study	Drop In 
<b>Tuesday</b>	Maths 	Unit of Inquiry 	Break	Language Arts 	Self Study	Lunch	Library Varuna 	Self Study	Drop In 
<b>Wednesday</b>	ICT Ameerah 	French (click link below) 	Break	Maths 	Unit of Inquiry 	Lunch	Language Arts 	Self Study	Drop In 
<b>Thursday</b>	Maths 	Unit of Inquiry 	Break	French (click link below) 	Art 	Lunch	Language Arts 	Self Study	Drop In 
<b>Friday</b>	Maths 	PE 	Break	Unit of Inquiry 	Language Arts 	Lunch	Self Study	Self Study	Drop In 

 Ms Maggie-Rose  
  Ms Ketsia  
  Ms Martine  
  Ms Sandrine  
  Ms Elizabeth

Click on the Zoom icon to be taken directly to the Zoom session during that period. If a notification comes up to insert passcode, please contact that teacher to fix the link or send out the code. Typically, no sessions should have a code, only waiting rooms.

In Years 2 to 6, students are assigned a French teacher to work in smaller skill groups. Click on the coloured circle of the teacher to be taken directly to their French session during that period. If you are unsure of your child's French teacher, please contact your homeroom teacher to learn more.

## ZOOM EXPECTATIONS: STUDENTS & PARENTS

Teachers have been reflecting on how we use Zoom and interact on it. This not only includes what we do on Zoom and when we do it, but also how we engage with students, including things like camera angles, backgrounds, and even considering how we sit. Ultimately, it comes down to being mindful of what we might do that will encourage better engagement and attention from students. We are doing well but we need to keep reminding ourselves of certain things until they become habits.



There are many attributes and behaviours that we would like to see become habit with students as well. These are small changes and things to be mindful of while working from home which can have a big impact on student learning.

1. **Cameras should be on** and, unless students are speaking, microphones should be muted. It is important that students and teachers see each other but it is not important that the rest of the class gets to hear the noises and sounds that resonate through our homes.
2. **Choose a regular place to do work that is free from most distractions.** When a spot in a room or a special desk is the area where your child consistently engages with school, it encourages certain behaviours and a state of mind each time your child “goes to school” there.
3. **Dress for the part.** To help students get into that mindset of learning and being in school, wearing their uniform can often have a positive effect on many students.
4. **Be there and be on time.** Homeroom and specialist teachers take attendance in all classes. If a student is not there they are not learning. If you know ahead of time that your child will be absent, please contact the teacher to make them aware.
5. **Be prepared.** It is always helpful to keep some paper and a pencil nearby all the time, even if the teacher did not require it. If materials are required for a lesson, students should have these ready before the lesson begins.
6. **Ensure that screen names are correct** before starting a Zoom meeting. It will take time for teachers to learn all students’ names, particularly specialists who might only see students once a week. Additionally, teachers should not let students into their lessons from the Waiting Room if they do not know who they are or do not recognise the name.

There are many things that participants can or should be doing to improve how they connect but there are a few things that we must ask parents to consider as well.

1. **Do not interrupt the lesson.** When parents come on screen to ask teachers a question it causes a significant disruption to the others students’ learning but also to a teacher’s line of thinking. Additionally, parents should not send chat messages to the teacher in their child’s Zoom meeting. Teachers should not be taken away from their teaching to address questions that are not from students. Please contact that teacher after the lesson and through Seesaw.
2. **Just as we have asked everyone to keep our Distance Learning Portal private, it is important to remember that Zoom meetings are as well.** The students and teacher are in their classroom together and it needs to stay in the classroom. We have explained that we will record some lessons and this is usually for the benefit of the students for future learning or for students who missed it. However, parents recording the screen or taking pictures to show to others who are not in that class is inappropriate and a violation of the privacy of the students and teachers in those meetings.
3. **There is a right time to help.** We love and value the support that parents give their children with their development and schooling; however, during Zoom meetings it is not always the most appropriate time. It can be very distracting to watch parents’ hands enter the screen to give their child a nudge to answer a question, or watching a child stare off screen while a parent tries to give hand signals of what they should say/do, or to listen to a parent standing nearby correcting their child’s thinking and work. Some of our younger students do need that helping hand and encouragement in lessons, but, for most of our students, please consider if that is what is best for that child or the right time to step in. Most times, teachers want to know if students understand the work, not if parents do.

## CYCLONES AND LEARNING DISRUPTIONS



Clavis can experience unexpected closures due to a number of situations outside of the school's control. This could, on occasion, impact distance learning since teachers are currently working from school. The reasons for closures might include severe weather, power or Internet outages, or imposed government requirements (eg, pandemic lockdown, holiday/celebration, or civil unrest). When we have advanced warning, distance learning will continue with teachers working from home.

During the threat of severe weather, parents should listen to the radio for communiques to know if businesses will be open. The Mauritius Meteorological Services ([www.metservice.intnet.mu](http://www.metservice.intnet.mu)) provides the most up-to-date official weather warnings for the island. All schools must close if there is a cyclone 'Warning Class 2' and if there is torrential rain (defined as receiving 100mm or more of rain within 12 hours). During the current distance learning format, we will recommend staff to work from home if there is a Class 1 warning or above and online learning will continue during Class1 and Class 2 warnings.

During any severe weather, there are ongoing possibilities that a teacher's ability to conduct online learning can often be disrupted from things like power outages, Internet problems, flooding or water damage, or a family emergency. Whenever possible, teachers will send out prior notice if they are unavailable for Zooms but, when this is not possible, please be patient and understanding if a teacher is unavailable for unknown reasons. Teachers will always review or reteach a lesson during a future learning period if any lessons were unexpectedly cancelled.

## SEESAW FAMILY APP VERSUS CLASS APP

This is an important reminder that there are two different apps with two different purposes for Seesaw. The **Seesaw Class App** is only used by students and teachers, and the **Seesaw Family App** is only used by parents. Please install these on your preferred devices as required and sign-in on the correct app using the correct user. Both apps can be used on the same device.



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Your child should only sign in as a student on the Seesaw Class App. Please use the Home Learning Code / QR Code for student sign-in provided by your homeroom teacher.

Parents can sign in as themselves on the Seesaw Family App on separate devices if each wants to be able to send as individual parents. Otherwise, you can send together if you want to connect through one device. Please use the specific emails provided to access Seesaw.

When inputting your information, be mindful of what name is being used. Please ensure you are creating your parent account with the name that your teacher knows you as a parent. Some families are using their child's name to create their account on the Family App. It can be confusing receiving messages from a student's name.

Lots more information about Seesaw can be found [here](#), on our Seesaw Distance Learning Portal page.