

Learning Environment Checklist

To help parents and students set up an environment conducive for learning, the following checklist has been prepared. Health and well-being is paramount in a remote learning environment and careful consideration of this checklist will help establish this space in your home.

In setting up an effective learning environment, 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? (i.e. cords to laptops)
- Does the area have sufficient power points?
- Is equipment (extension cords etc.) in good, safe working condition?
- Is there a proper desk, chair and other necessary equipment, such as sufficient light, stationery etc.?
- 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 you.
 - The screen should be at a distance where you 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 body and shoulders are relaxed.
 - The mouse needs to be placed right next to the keyboard.
- Keep the most frequently used items within easy reach from a seated position.

This resource has been adapted from the NSW Department of Education.

Education, N. D. o., 2020. *Learning Environment Checklist*. [Online]
Available at: https://education.nsw.gov.au/content/dam/main-education/teaching-and-learning/curriculum/learning-from-home/media/documents/Learning_Environment_Checklist.pdf
[Accessed 22 March 2020].