

## Dear Parents and Guardians,

We're so thankful for your partnership with your student's learning. Since we have scheduled four virtual learning days this school year, we thought it would be helpful to establish some common ground rules. These will help you know what is expected and will also help the teachers.

### Virtual Learning Guidelines and Expectations:

**PLEASE NOTE:** All Virtual Learning Day assignments must be **completed** for your student to be counted as present for that day.

- For planned Virtual Learning Days, assignments will be posted by 8 a.m. on Friday. **ALL** assignments must be **completed** and submitted by 8 a.m. on Monday.
- For *unforeseen* Virtual Learning Days (weather or COVID-related closures,) assignments will be posted by 9 a.m. that morning and will be due three days later by 8 a.m. For example, if a closure occurs on a Tuesday, assignments would be posted by 9 a.m. that Tuesday and would be due on Friday—three days later—by 8 a.m. Virtual Learning work assigned on a Wednesday, Thursday, or Friday would be due by 8 a.m. the following Monday.
- An adult should help a student read or listen to each assignment's directions and make sure they are completing the full assignment. However, the adult should not do the work for the student or give the student the answers, even though it takes more time for the student to figure out the answers on their own. It is very important for the teacher to see the child's true academic ability.
- It is expected that anyone in view of the camera is appropriately dressed and that background noise/TV is minimized if students need to use a microphone for an activity. Please also be aware of what can be seen and heard as these videos are sometimes shared on the class blog.
- Teachers are available to lend support and respond to messages (Remind, Seesaw, email, or phone) from 8 a.m. to 3 p.m. If you reach out to a teacher after 3 p.m., you may not hear back from them until the following day. If a phone conference is needed outside of those times, please let the teacher know that you would like to schedule a time.

## Tips and Tricks for Virtual Learning:

*The transition from in-person learning to online learning can be challenging. Students who are used to learning in a classroom may have difficulty doing their work at home. Here are some tips you can try to help make at-home learning as effective as possible for your student (and less painful for you!)*

- Have a designated learning space in your home where the student's school supplies can stay. When the student moves into that learning area, he/she will start to realize that this is a place to learn! You can even try having your student wear his/her school uniform when it is time to transition into the learning space. Please keep the learning space free of distractions and background noise, such as the TV.
- If possible, pick a consistent time to do the work each day. For many students, the morning may work best because then they realize they have to complete their school work before moving on to other things they want to do. However, we realize mornings are not possible for every family.
- Allow your student to work on something with their hands while they are watching the lesson video. For example, during a math video, maybe they can use math manipulatives (counting blocks) to follow along. During a reading/writing video, maybe they can practice writing the letter we are learning about while they listen.
- Show your student that you are not going to give them the answers unless they try to do the work first on their own, and then need some extra help. It definitely takes more time to have your student try the work independently, but this will allow them to develop their skills. Their Seesaw responses don't have to be perfect; the teachers want to see what they are learning, what they already know, and what we still need to practice!
- Allow your student to take as much ownership over their own learning as possible. Students will need your support, but as they get into the routines of online learning, they should be able to do more and more of the regular tasks (such as watching the video, listening to directions, and getting started) on their own.
- Regularly check Remind and Seesaw announcements, so you can stay up to date with any new announcements or important reminders.
- Please reach out if there's any way we can better support you during this time of online learning! We are here for you and your family!