

Dear Lower School Parents,

Tomorrow we open Virtual Haverford! The entire faculty has put in innumerable hours over the weekend, yesterday and today to prepare online lessons for your son with the goal of providing ongoing social connections and a continuity of learning. By now you should have heard from your son's classroom teacher with specific instructions on accessing SeeSaw/Canvas, as well as other important information to support your son at home.

As a parent who is two days into virtual school with my own children, I encourage you to approach the next two days with a lot of patience. There will be bumps, things may not go as planned and there may be lots of emotions. Wednesday and Thursday are designed to help your son adjust to learning online and for teachers to set expectations of working together in a virtual space. If something doesn't go according to plan, please communicate with your son's teacher or myself. We are here to help.

Families who have informed us that they need computers, but have not yet picked them up, you may pick them up from 3 - 5pm today (Tuesday) in Room 221 in Wilson Hall (Upper School Building).

Below is a reminder of the Virtual Lower School schedule with links to the webpage containing more details. If you have not yet read through this information, or accessed the linked webpage, please do so today.

1. Virtual Haverford

Classes: 8:30am - 12pm

Specials: 1pm - 3pm

All academics in Virtual Lower School will run from 8:30am to 12:00pm each school day, with a regular rotation of Specials activities available for the afternoons. **Teachers will respond to email as quickly as possible during the school day, and within a 24 hour window.** Students are expected to be in Haverford shirts/polo shirts and in an appropriate work space when in Morning Meeting/Advisory and when attending Virtual Check-ins.

Pre-k-4th grade

At 8:30am the pre kindergarten through 4th Grade teachers will post a morning announcement to your son's SeeSaw account, which will appear in his SeeSaw 'Inbox' and provide the link for Morning Meeting and Virtual Check-ins (hosted through Google Meet), as well as a description of the day's learning tasks. The pre-kindergarten through 4th Grade boys will access and submit work through the 'Activities' tab in their SeeSaw accounts (this requires your son to access the Class SeeSaw app/website). The pre-kindergarten through 4th Grade teachers will be available to support your son during the scheduled daily Virtual Check-in times, as well as through email. Virtual Check-in times are not mandatory, but offer the boys an opportunity to have face time with their teacher should they need assistance with work. [The pre-kindergarten through 4th Grade Schedule can be found here on pages 3 and 4.](#)

5th grade

At 8:30am, the 5th Grade boys should expect to have their daily learning tasks posted to their Canvas Calendar with directions on how to submit completed work. Each morning, they will have an Advisory period hosted through Canvas Conference found in their Advisory Canvas Course. Teachers will also be available for Virtual Check-ins through Canvas Conference. The link to the Virtual Check-ins will be found in each subject area Canvas Course under the Conference tab. These Check-ins are organized by Travel Group according to the attached schedule. Aside from the listed Virtual Check-ins, teachers will be available via email to support your son during the academic day. Virtual Check-in times are not mandatory, but offer the boys an opportunity to have face time with their teacher should they need assistance with work. [The 5th Grade Schedule can be found here on page 5.](#)

2. Netiquette

Please make sure the boys are properly clothed, outside of their bedrooms and acting appropriately while online. School rules for behavior are in effect. If the boys are acting inappropriately, they will be removed from the classroom and parents will be notified.

3. Homeroom and Attendance

In the pre kindergarten through 4th Grade, homeroom teachers will facilitate Morning Meeting each day at the time listed below via Google Meet. In the 5th Grade, Advisors will host a morning Advisory period every day at the time listed below via Canvas Conference. Instructions will be emailed to you from your son's classroom teacher/advisor prior to Wednesday morning to help you in accessing and navigating these tools. Morning Meeting/Advisory is an opportunity for your son to interact with his classmates and teachers. Attendance will be taken each morning during Morning Meeting/Advisory, so it is important for your son to be present in the virtual classroom during that time. If the Morning Meeting/Advisory time creates a regular challenge for your family, please let your son's teacher/advisor know. Since attendance will be taken each day, you will need to continue to email both your son's teacher and Teresa Touey (ttouey@haverford.org) if your son will be absent from Morning Meeting/Advisory.

Morning Meeting/Advisory Times:

- Pre-kindergarten: 8:30am - 8:45am
- Kindergarten: 8:45am - 9:00am
- 1st Grade (Gold Group): 9:00am - 9:15am
- 1st Grade (Maroon Group): 9:15am - 9:30am
- 2nd Grade: 8:30am - 8:45am
- 3rd Grade: 10:00am - 10:20am
- 4th Grade: 9:30am - 9:50am
- 5th Grade: 8:45am - 9:15am

4. Virtual Parent Conferences

The Lower School teachers are working to find time in their schedule next week to make calls and check-in with parents. We hope to complete virtual conferences by the end of the day on Friday, March 20. Please work with your son's teacher to find an appropriate time for these calls and understand that we may have to delay conferences even further.

5. What now?

Before tomorrow morning, it is also recommended that you have your son (pre kindergarten through 4th Grade) navigate getting onto his SeeSaw account through the SeeSaw Class app/website (this is different than the Family app!). It is recommended that 5th Grade boys practice logging into Canvas and finding the Conference tab in their Advisory and academic courses. [If you need assistance with SeeSaw, Canvas or Google Meet, please see the Lower School Continuity of Learning Page.](#)

6. Feedback

Your feedback regarding this process is extremely important to us. We are all experiencing this for the first time. We want to have a seamless system but know there will be issues to include potential breakdowns in technology and the potential for disruptions in services based on illness of students, parents, teachers and their families. Please communicate your questions and concerns to your sons' teacher or myself. We can all assist as we navigate these historic circumstances. Remember, we are all in this together. Patience, flexibility, and communication will help us all through this process. If you would like an individual phone call, meeting or conference, please make an appointment with me or your son's teacher.

Take care,

Dr. Pam Greenblatt