



## Remote learning protocols

### Expectations for students in Lower School

#### Setting up a work space:

- Find a quiet space- You can use a sign saying “School in Session”
- Let people know what you are doing and for how long
- Remove distractions- Ask for what you need (turn off phone, family members quiet, pets outside, TV off, etc...)
- Have materials (supplies, notebooks etc) nearby
- Device charged or plugged in

#### Group norms for positive digital learning:

- Make a plan for your workload
- Stay on task without getting distracted: no texting or G chatting
- Be on time if you are meeting as a group
- Inform class or peers if you need to step away during collaborative work
- Make positive comments or disagree respectfully (avoid sarcasm or jokes)
- Keep the focus on learning
- Ask questions when you don't understand

#### Attendance :

Join Seesaw every weekday and follow instructions from teachers. This is how we will take attendance. Expect work every day.

Complete the tasks that your teachers request. Turn in work that needs to be turned in. Meet every time you are supposed to meet .

You will have some freedom as to when you complete the work, however you are expected to follow instructions and complete required work by the deadline (day and time), whether it is participation in a discussion or completion of a set of exercises or completion of a written piece, or recording of an oral piece.

#### Remember our Code of Conduct :

*“Students are responsible for their use of digital tools, and **the Code of Conduct must be followed at all times.** (...) This agreement applies to any use of FAIS digital tools whether this access occurs with school-owned equipment or personal devices. This applies both on and off campus.”*

#### And our Communication Policy:

(...) We will strive for authentic, positive, and respectful communication with all members of our community. (...) We will listen respectfully and open-mindedly to all points of view and share our views candidly and with consideration for the feelings and opinions of others. We will demonstrate integrity and respect in our choice of words and take responsibility for our actions.(...)