



Inspiring Excellence

Upper Merion Area School District

435 Crossfield Road • King of Prussia, PA 19406 • 610-205-6400 • Fax 610-205-6433 • www.umasd.org

Notice for Distance Learning

March 26, 2019

During this difficult time, the Upper Merion Area School District is committed to making a good faith effort to provide continuity of education, planned instruction, and appropriate and reasonable services for students while our school districts are closed due to COVID-19. One method of doing so is providing instruction and related services, to the extent it is appropriate, through video conferencing and other virtual/online platforms.

The Upper Merion Area School District has made reasonable efforts to ensure that such conferencing is confidential and access is limited to individual students/families or students specifically assigned in a group. Please note, services could be provided in a group format and when this occurs students will be able to see other students in the group.

In addition, Upper Merion Area School District is unable to control who else may be in the room in which a student is receiving these services remotely, including other family members or others who are living with the other students, who may observe the session and what other students are in the group.

Therefore, Upper Merion Area expects that all families will review and implement the following guidelines and expectations to ensure the confidentiality rights of all students are protected during instructional methodologies, which may include individual/group communications, and/or video conferencing.

1. Neither Upper Merion nor parent shall make or maintain recordings of the course content or classroom activity or other group communication that is conveyed via the virtual attendance services. Recordings will be maintained of the live classroom instruction with the teacher present in the recording only for students who are unable to receive the instruction during the distance learning instruction time period. Students will not be recorded.
2. Parents shall make every effort to ensure that no one other than the student/parent scheduled to participate in a videoconference can see or hear the content discussed.
3. Video conferences will be scheduled by an Upper Merion Area School District Professional Staff or Contractor with a parent who will be responsible to be present for the meeting to start. If a Parent or Guardian cannot be present, the meeting will need to adjourn. After the meeting



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starts, if appropriate, a parent may be excused for a Professional Staff to work directly with the student or student group.

4. If parental or other third-party involvement in a virtual attendance service is necessary to enable a student to participate, the individual assisting the student shall not re-disclose any personally identifiable information about any student involved in the virtual attendance activity.

5. Cameras set up for video conferences should maintain confidentiality to the greatest extent possible. Set up in a quiet or more secluded space and the background for participants should reflect a more solid wall that is not open to general flow of movement about the home environment.

6. If the parent's electronic equipment malfunctions in any way, the planned virtual attendance services will continue as scheduled.

Thank you for your cooperation and we look forward to engaging in distance learning

Sincerely,

John Moody
Director of Student Services
Upper Merion Area School District
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