



Continuation of Education Plan

KYIV INTERNATIONAL SCHOOL



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This document outlines what students and families can expect if circumstances require a temporary transition from in-person learning to online learning.

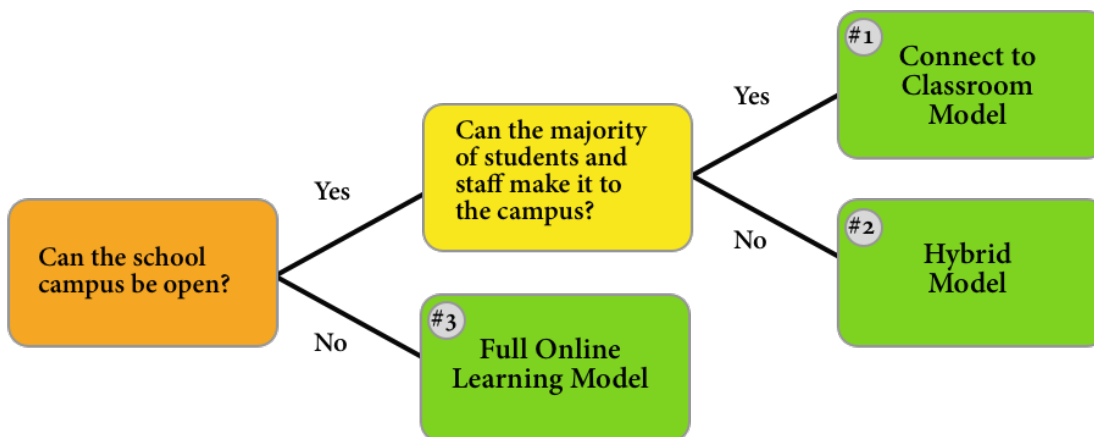
At KIS, we believe that face-to-face learning provides the best educational experience. In-person instruction offers the strongest opportunities for academic growth, collaboration, social interaction, and engagement with teachers and classmates. For this reason, students should attend school in person whenever it is safe and practical to do so.

When in-person attendance is not possible, online learning provides an alternative means of maintaining continuity in a student's education. While every effort will be made to ensure that online students remain connected to their classes and learning goals, there are limitations to remote learning that may affect participation, collaboration, assessment, and access to certain classroom experiences.

Please note: Online learning is intended to support student learning when attendance at school is not possible. It should not be viewed as a replacement for the full in-person educational experience that KIS strives to provide.

In the event of sudden school closure, we may need 1-2 days to set up Distance Learning and communicate our plans to you.

Online Learning Model Decision Flow





| Potential Educational Models |

Model #1: Connect to Classroom Model

If the majority of students and staff can still make it to the campus, KIS will operate our regular daily schedule and provide a “window” in to the classroom for students who are connecting online.

- **Elementary Students** – It is extremely difficult for students to follow the daily schedule from home the younger they are. If it becomes a frequent concern for families with younger children, resources from the school can be sent home to support their distance learning and homeroom teachers will communicate with parents concerning what can be done at home to stay connected with the class.
- **Middle School and Secondary Students** – It is much easier for our older students to independently connect with teachers and follow their schedule using TEAMS.

Model #2: Hybrid Model

If a large percentage of students or teachers are able to safely access the campus, KIS may put in place an adapted schedule that allows for students to access lessons from home as well as teachers while others are at school.

Model #3: Full Online Learning Model

If Ukraine determines that schools must close their campus, or if KIS feels it is unsafe to bring students to the campus, we will shift to our online learning plan.



Distance Learning Platforms and Communication System at KIS

The following *Online Platforms* support both Distance Learning and faculty/student/family collaboration to ensure a quality student learning experience when planning and delivering remotely:



OFFICE 365 – all staff have email accounts through Office 365 along with a variety of tools to communicate and collaborate. Some tools, such as **Teams** will be used with students who are also issued school email accounts **(9yo-S4)**.



SEESAW- is a platform for student engagement that provides creative tools to take pictures, draw, record videos and more to capture learning in a portfolio. Teachers can find or create activities to share with students and parents **(PreK-10yo)**.



ZOOM is a virtual classroom platform that may be used by all teachers. This is very easy for students and parents to access, as the classroom teacher simply sends a link via email for individuals to join the meeting/class **(PreK-S4)**.

In addition to the above resources, we encourage faculty, students, and parents to contact Tech Support (it@kyiv.qsi.org) for any tech related question and to expect a response within 24 hours.

Teaching and Learning Expectations

To help online and in-person students have a similar learning experience, teachers will follow these guidelines:

Equal Access to Learning

- Teachers will provide the same lessons, materials, and learning activities to both online and in-person students whenever possible.

Using Microsoft Teams

- Microsoft Teams will be the main platform for online learning.
- Lesson materials, assignments, and resources will be posted there so all students can access them in the same way.

Lesson Links

- Lesson links will be shared in Teams before classes begin so students can easily join their lessons.

Classroom Camera Use

- The classroom camera will be positioned so online students can see the teacher and the whiteboard.
- The camera will be used to help online students follow the lesson, not to focus on individual students.

Viewing Presentations

- Slides, videos, and other presentations will be shared through the teacher's screen so online students can see the same content as students in the classroom.

Microphone Management

- Teachers will decide when microphones should be muted or unmuted based on the needs of the lesson.

Assignments and Feedback

- Online students will receive feedback on their work in the same way as students attending school in person.
- Teachers will provide instructions on how and where to submit each assignment.

Assessments and Unit Completion

- Some formal assessments may need to be completed in person to ensure fairness and academic integrity.
- For this reason, teachers may not be able to award unit completion for students learning online if a required assessment cannot be conducted under appropriate conditions.

Learning Expectations for Online Lessons

To help everyone learn successfully, please follow these guidelines:

Be Ready to Learn

- Find a quiet place to work.
- Have a desk or table, your device, books, and any supplies you need ready before class begins.

Check Your Technology

- Make sure your device is charged and working properly.
- Use a reliable WiFi connection so you can stay connected throughout the lesson.

Dress Appropriately

- Wear clothing that would be appropriate for a regular school day.

Join on Time

- Log in a few minutes before class starts.
- If you are placed in the waiting room or lobby, wait patiently for the teacher to let you in.
- If You Are Late, join the lesson and wait to be admitted.
- The teacher may not be able to let you in immediately because they may already be teaching the class.

Keep Your Camera On

- Cameras should stay on during the entire lesson.
- If your camera is off, you may be removed from the lesson until the issue is resolved.

Participate Respectfully

- Keep your microphone muted unless your teacher asks you to speak.
- If you have a question, use the chat feature or raise your hand and wait for the teacher to respond.