

Canterbury Elementary School Remote Learning Plan

3/19/20

Dear Staff, Students, and Parents/Guardians,

As you are aware, the Shaker Regional School District has announced that we are closing our schools due to COVID-19. The closure will run **at least** through April 3, 2020. In response, the District has asked schools to switch to a “remote learning” model in the interim. Teachers, counselors, and other members of our professional staff in Shaker have spent the week of March 16th planning for a transition to an online/remote environment during this time of national emergency. **Remote learning will begin on Monday, March 23, 2020, for all students.**

What does this mean?

During this period of remote learning, the school is closed to all students and staff (except for our food service staff and custodians). There will be no one available to answer the phones at the school; however, office staff will be monitoring voice mails and directing them to staff as necessary. If you need to reach a staff member, you will need to do so by email. [CLICK HERE](#) to access the staff email directory. Staff members will be available to answer emails and remotely interact with students and parents/guardians between the hours of 8am - 3pm, which are the extended-closure hours of the Shaker Regional School District; emails that come in after 3pm (or close to it) may not be returned until the next school day (or soon thereafter).

Student Academic Expectations

All students are expected to participate in the learning activities that have been/will be prepared by teachers. During remote learning days, the building is closed to all staff and students. There will be no one available to answer the phones at the school, so please do not call. If you need to reach a staff member, you will have to do so by email. (See the staff email directory.) Staff members will be available to answer emails throughout the typical school hours, 8:00 A.M to 3:00 P.M., emails that come in after the end of the school day may not be returned until the next school day.

Students will be most successful if they have an established daily routine. The following is just a **suggested** schedule. You will want to create a plan that will meet the particular needs of your child and family.

Before 9:00 am	Wake up	Eat breakfast, get dressed, prepare for remote learning
9:00 - 10:00	Morning Activity	Take a walk, exercise, etc.
10:00 - 11:30	Academic Time	Begin your daily assignments.
11:30 - 12:30	Creative time	Draw, listen to music, play a game, go outside, etc.
12:30 - 1:00	LUNCH	
1:00 - 1:30	Quiet time	Independent Reading
1:30 - 3:00	Academic time	Continue daily assignments.
3:00	Afternoon Activity	Take a walk, play outside, play a game
Have a good night's sleep!		

As in regular in-school learning, remote learning will look different from one grade to another and from one class to another. However, all students should start each academic time by reviewing their teacher's assignments. They are expected to complete each activity, or reach out to their teacher directly if they have questions or need an extension. Teachers will be available by email during the regular school day, 8:00 am - 3:00 pm.

Attendance and Work Submission

Teachers will be reaching out via email to establish communication with you. Please reply to confirm that you are receiving their messages. It will also be helpful if you let them know if your student will have access to a computer and the internet.

You are encouraged to scan or take photos of student work and email them to your teacher, if you have the tools to do so. This will allow teachers to provide feedback to your students.

Academic Help and Support Services

Students that feel they need additional academic support should reach out to their classroom teacher to develop a plan. School Counselors, Special Education Teachers and our District Social Worker will be available daily from 8 am to 3 pm to address day-to-day issues and to provide related services.

Internet Access

All of the schools in the Shaker Regional School District will be considered a WiFi hotspot. The parking lots will be available for students to access the internet at any time. Additional information will be provided through the SAU office regarding businesses offering free services and the availability of public access to WiFi.

Illness

Students and staff will likely require time to recover from the normal illnesses that occur every year, as well as potential COVID-19 related issues. Counseling, Nursing, and Administrative staff will work with parents, guardians, and students to help resolve any issues or provide any assistance we can. Teachers will be flexible with their response to students encountering such issues. We ask in the strongest terms that you communicate health issues to school administrators as soon as possible so we may provide appropriate support.

Special Education / 504s:

All students will be receiving appropriate learning materials from their classroom teachers. Case managers will provide individualized learning materials for students. Please focus on the learning materials provided by your student's case manager, and reach out to your case manager for guidance and questions about what is appropriate for your student.

Other School Activities:

During the closure, all student activities are suspended. As we receive further guidance from the state and NHDOE, we will notify you of any changes.

Prolonged School Closure:

If school closures are extended, we will develop additional plans for how we approach student learning. Remote learning for students will undoubtedly be a challenge, but please know that we are thinking about possibilities in the event that schools are closed for an extended period.

One Final Note:

We are all aware that this is an uncharted situation, and information is evolving rapidly. We recognize that these are challenging times, and information communicated in this plan may be adjusted as time progresses. The social and emotional health of our students is very much on our minds as we plan for the next few weeks - and potentially beyond.

We will be available to talk, to listen, and to problem solve as we all share in what may be the most significant shift in our lifetimes. Please do not hesitate to reach out to us if you have ideas, concerns, questions, or anything else that comes to mind.

Sincerely,

Mary Morrison
Principal