

Remote/eLearning Guidelines and Expectations

These expectations are designed to help give students meaningful and productive on-line (e.g. Zoom) interactions with their teachers and classmates during remote/hybrid learning.

Please note that our expectation is that students participate in all remote learning sessions with their cameras turned on. If a student/family feels they/their student needs permission to have their camera off, please reach out to the Dean of Students for pre-approval.

Getting Ready for the School Day

- Students should be dressed appropriately for school (does not have to be full dress code).
- Students should use the bathroom before joining the session.
- Students should choose a location that allows them to hear, to contribute verbally or via chat, and to be seen on camera.
- Students should find a flat, stable spot for the device (e.g. table or floor). Students should not hold their device in their hands or on their lap.
- Students should come prepared with the materials they will need.

During the Remote Learning Session

- The Display Name must be the student's first and last name.
- Students may not share any zoom meeting information without explicit permission from the teacher.
- If the student has received pre-approval from the Dean of Students to have their camera off, then their profile picture should be blank (so the student's name is displayed when the camera is off).
- If a student has a brief need to turn their camera off during a class, they should first send a private chat to their teacher. Even when brief, students must still ensure the profile picture is blank.
- If using a virtual background, it must be a solid colored background.
- Siblings and family members may not attend classes and meetings with students unless specifically invited to attend.
- Students may not record remote sessions or take screenshots/photos.
- Students should not be on their cellphones during class unless using it to connect to the remote class or permitted by the teacher.

Communication during Remote Learning

- Students are expected to check their school email account at least twice a day and answer emails from faculty and staff within two school days.
- Students are expected to check Schoology for assignments every day that they are Remote/eLearning.
- Students should expect to be in school during what the announced school hours are, just as during in-person teaching.
- Teachers will communicate course-specific expectations and policies in their syllabus.
- Students are expected to submit work by the announced deadlines in order to receive full credit, and in the manner requested, unless prior arrangements are made.