

Remote Learning Daily Schedule 2020-2021

Purple Day	Gold Day
8:00am Period A 9:00am Period B 10:00am Community Period/Office Hours 11:00am Period C Noon Period D 1:00pm End of School Day	8:00am Period E 9:00am Period F 10:00am Community Period/Office Hours 11:00am Period G Noon Period H 1:00pm End of School Day

Remote Learning Protocols

Students should follow these guidelines to ensure productive, respectful class time through virtual, distance learning platforms.

1. **Show up on time.** Students should log into Zoom at the scheduled time, be prepared with any needed materials and ready to learn. Teachers will take attendance.
2. **Mute your microphone immediately.** As soon as you log on to Zoom, mute your microphone. This will avoid any excess background noise. Release the mute button when it is your turn to speak in the virtual class.
3. **Expect to be visible in a Zoom video conference.** All participants should wear appropriate clothing. You should have your laptop in a common space of your home (e.g. kitchen, living room, etc.) not your bedroom, bathroom, or other inappropriate setting.
4. **Focus and engage.** It is easy to get distracted on your computer or your cell phone. Remember that this is class. You are responsible for the material presented in class. Keep your Zoom open and do not navigate to other tabs or webpages unless directed by your teacher. Make sure that the teacher is your main screen. If needed, you can pin the teacher to be the main focal point to ensure that you do not get distracted.
5. **If you have questions.** Type “question” in the chat feature. Follow your teacher’s directions about how to ensure that your voice is heard. Do not interrupt while someone else is speaking.
6. **Respect.** Seeing yourself on a screen can bring up vulnerabilities. Do not take a screenshot, picture, Snapchat, etc. of your teacher or fellow students. Do not make any recordings. These behaviors violate our Acceptable Use Policy and will result in disciplinary action.
7. **Support one another.** Do not interfere with your classmates’ learning. Please do all you can to support this process. Remember that each student and the teacher are responsible for this learning just as you would be if we were together in school.