Guidelines for PSAS Families when Using Digital Technology to Facilitate Remote Learning

Instruction online and in remote learning opportunities will look different for PSAS families as compared to learning in a traditional classroom. The following are some guidelines and things to keep in mind as you support your students in the move to instruction online.

Parents/Guardians/Students:

- Students should **not record** live video conferences or any live instruction that includes other students, teachers or staff.
- Only PSAS students enrolled in a class will be permitted to participate in live events (unless the classroom teacher specifies otherwise).
- It is preferred that all instructional communication between parents/students/teachers happen through PSAS approved channels (Gmail, Google Classrooms, Google Hangouts, Remind, Class Dojo, ClassTag).
- Once an online event has ended, students need to exit that platform - much like a teacher is the last one out of the classroom, the teacher will be the last one out of the video conferences.
- Similar to the traditional classroom setting, the student code of conduct will be enforced at all times as it relates to dress code, behavior, and language.
- Be aware of what room your students are using to engage in online learning. It is strongly advised that students use a common room in the home to participate in live video conferences.
- Don't move around your house when you're participating in a live class session. Find a comfortable spot to sit, with your laptop in a comfortable position, and leave it there for the duration of the session.
- Reach out to your teacher or the school's tech support team if you are having Chromebook or connectivity issues.
- **Check your Google Classrooms and email daily.**
- Complete assignments daily - don't try to do a whole week's worth of work at once!
- Turn assignments in on time and to the proper place.
- Your teachers are here to help you learn - reach out to them if you have questions.