



## **OFF-SITE FULL TIME REMOTE LEARNING OPTION**

At CK, we believe that in-person instruction is the best form of learning for children. We also believe that the interactions and relationships that take place during the school day benefit the wellbeing of our students, which is an important focus for us at CK. With that being said, we realize that due to this pandemic, there are reasons why some children do not have the ability to be in a school building for instruction. As we strive to meet the needs of ALL of our students, we have designed an optional plan for those students who cannot attend in-person instruction on campus.

Christ the King School will be offering an off-site remote learning option to families who are unable to have their children participate in daily in-person instruction. This will be available for students in Kindergarten – 8<sup>th</sup> grade (an off-site daily remote program for preschool is not an option). Due to the significant additional workload that remote learning can create for the classroom teacher, enrollment in this option is limited. The following guidelines will help determine enrollment for students.

- Child(ren) are medically at-risk. (mentally or physically)
- A person is in the home of a child(ren) who is medically at-risk.
- Extreme concern of sending a child(ren) to school due to the pandemic.

If a family chooses this option, they must commit by August 7<sup>th</sup>. We realize that this is a short turn around, but we need to know so that we can adjust our classes. At the end of the first quarter, if a family chooses to change their enrollment from online to the in-person learning model, they may do so. However, please note that families CANNOT enroll in the off-site remote learning model at quarter. This is a decision that must be made at the outset of the start of school.

All students enrolling in the off-site remote learning option must have a technology device and have access to the internet. This option will use the following platforms for students depending on grade levels:

- Google Classroom
- Edmodo
- Schoology
- Zoom

The structure of the off-site remote learning option is as follows:

Each teacher will video their instruction and upload the lesson to the school platform that is being used. Classroom activities will not be taped only instruction of the lesson. The teachers will send work to students that align with instruction and objectives being taught. It is up to the students/families to get the work from the learning platforms or email. All students enrolled in this program will be responsible for the core subjects and foreign language. Electives will not be offered to virtual students.



### **INSTRUCTION:**

- Each teacher will record/video instruction only for the lesson. Classroom activities will not be videoed.
- Teachers will share office time when they are available to answer questions. Teachers' time boundaries will need to be respected by students and parents. Teachers will not be able to be as responsive to emails or inquires throughout the day, due to their obligations to students who are present in class.
- Classwork will be shared through email, scanned, or through specific learning platforms. Teachers also have the right to ask for children's work to be dropped off to the school on a set schedule.
- Each teacher has the ability to determine how the off-site remote model will look in a classroom. The teacher has the ability to choose whether plans of instruction (work and written plans) are shared with off-site remote learning students on a daily basis or on a weekly basis. Once again, video instruction will be done each day.



## **ASSESSMENT:**

- Work that is assigned during class is due the following day, unless otherwise noted by the classroom teacher.
- Individual late work policy will be the same for in-person student and remote learning student.
- When a student is taking a quiz or test, they must be live on the video platform so that the teacher can see him/her (unless another arrangement is noted by the classroom teacher). In the event the student cannot attend a live testing event, the student must arrange to take the quiz or test live through the video platform with an administrator.
- When class is being held outdoors instruction may or may not be videoed.
- All assignments that remote learning students are unable to complete due to the requirement of class participation, will be exempt from a grade. However, teachers may assign alternative assignments for those students that are in line with the class activities.



## **POLICIES AND PROCEDURE:**

All classroom procedures and policies that are established by the teachers will be required by both students in the classroom and in the remote learning setting. There will be no exceptions for students participating in this model. Grading for remote learning students will be the same as if that student was in school. There will be no modifications or adjustments due to off-site remote learning. Students in remote learning will need to carefully and thoroughly read class instructions posted to online platforms, as questions during the school day may not be able to be addressed. Students who have decided to enroll in this model will follow the same grading policies and requirements as the other students.



## **ABSENCES:**

If a child is sick and cannot take part in remote learning it is the responsibility of the family to make the office aware. The child(ren) will be considered present otherwise. If work is not turned in on time it will be considered late unless the school has been notified of an absence. If a family is having difficulty with a device or internet connection, it is the responsibility of the parent to call and inform the school.



### **TECHNOLOGY:**

All students who take part in the off-site remote option will have to have a device that can be used at home for remote learning. Internet accessibility is required as well. Access to a printer and scanner is required in order to fulfill work requirements.

If there is a technology issue that is inhibiting remote learning to take place it needs to be addressed with an administrator not the classroom teacher. The administrator will relay any technology issues with Christ the King IT specialist, the computer teacher, office staff and/or classroom teacher.



### **EXTRA-CURRICULAR ACTIVITIES:**

Students who are not attending in-person school are not allowed to be part of any Christ the King extra-curricular activities until they take part in in-person instruction. These activities include but are not limited to, youth group, choir, school sports, drama club and scouts.



### **TUITION:**

Tuition rates stay the same for off-site remote learning. Payment of tuition will continue to be handled through our FACTS management company.

It is important to understand that the off-site remote learning option is not what the distance learning experience was last spring. All students will be accountable for all assignments and assessments. Traditional grading will take place, although considerations will be made if there are technical difficulties on the school side and/or on the home side.

Although we know virtual school is a necessity for some families, we also want to make sure it is understood what a large undertaking it is for teachers to teach in-person and possibly virtually. Grace will need to be given to teachers, who are not only responsible for meeting the

safety, social-emotional and academic needs of students in their presence, but those who might be learning remotely. The personal time of teachers will be protected and upheld by administration. Christ the King is blessed to have an incredible group of faculty members, who are committed to delivering a quality education to ALL of their students. We reserve the right to adjust and modify virtual plans as we see needs arise.

If you are interested in enrolling in the virtual option offered by Christ the King, please complete the link below. More details will follow.

[https://docs.google.com/forms/d/1iWegT-3bzC9jkBmaOHrf\\_LuFygY0z7h4ZLRQ3erhHgE/edit](https://docs.google.com/forms/d/1iWegT-3bzC9jkBmaOHrf_LuFygY0z7h4ZLRQ3erhHgE/edit)

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