

Instilling Goodness Elementary

Home Learning Protocol for K-8

Dear Teachers,

Thank you for your continued commitment to our students. We appreciate everything that you do for our students each day. As we navigate through the rapidly changing circumstances of the coronavirus, we have to be prepared for our students to learn on a different platform.

In this packet, you will find the *Home Learning Protocol* for grades K-8. The outline provided below will help you with the preparation of home learning in the event that our school needs to be closed. Make a copy of the Google document on your drive so that you can edit the templates. Please let me know how I can support you during this time.

1. Home Learning Protocol for K-8
2. Zoom Attendance Log
3. Weekly Outline Template
4. Online Resources for Parents
5. Getting Started with Zoom
6. One page handout for parents to go with teacher email

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Home Learning Protocol for K-8 Teachers and Students

School Week, M-F

The core teacher will:

1. Provide all instructional materials, such as textbooks, workbooks, notebooks, online resources, and supplemental resources for students.
2. Prepare an outline of the learning for at least two to four weeks in all subject areas.
3. Set up a Zoom account; invitation email from Jin Jr Shi.
4. Check in with students using Zoom at least two times per week (teacher's discretion-which days and times).
5. Communicate with other subject area teachers like Chinese to get lessons and learning materials for students.
6. Have a folder or file of all students' contact information.
7. Have a log of which students are checking in on Zoom; see provided log.
8. Be available for questions by email during school hours on M-F.

Communication with parents

1. Email parents an outline of the lessons and assignments for the week once school is closed.
2. Let parents know that the teacher will be using Zoom to connect with students two times per week, and a log will be used to document attendance.
3. If technology is an issue, the parent/guardian will need to provide an email or letter stating that the child cannot log onto Zoom to check in.
4. Provide parents with links to extra resources online if they want to supplement other learning at home.

The students will:

1. Be responsible for bringing home the required textbooks, workbooks, notebooks, and supplemental resources.
2. Be responsible for getting the weekly outline of lessons and assignments from the parent.
3. Be responsible for completing all lessons and assignments that are provided. Assignments will be turned into the teachers once school resumes.
4. Be responsible for logging into Zoom with the help of a parent/guardian twice a week to check in with classmates and the core teacher.

Instilling Goodness Elementary Zoom Attendance Log

Teacher:

Grade:

* Dates typed in the gray boxes

[illegible]

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Weekly Outline Template

Teacher _____ Grade _____ Week of _____
Email _____ Zoom Meeting Days _____ Times _____

M	Reading: Writing: Spelling: Math: Social Studies: Science: Chinese:
T	Reading: Writing: Spelling: Math: Social Studies: Science: Chinese:
W	Reading: Writing: Spelling: Math: Social Studies: Science: Chinese:
Th	Reading: Writing: Spelling: Math: Social Studies: Science: Chinese:
F	Reading: Writing: Spelling: Math: Social Studies: Science: Chinese:
Notes	

Online Resources for Parents

Dear Parents,

Here's a list of wonderful online resources that you can use with your child to supplement her learning at home. Please let me know if you have any questions.

[Mystery Science](#)

[Scholastic Learn At Home](#)

[Online Resources](#)

[Padlet-High Quality Sites and Apps](#)

katemessner.com/read-wonder-and-learn

[Historical Fiction](#)

Sign Up for a Zoom Account

[Zoom Sign Up](#)

[Help Center: Getting Started on Windows or Mac](#)

[Zoom-Video-Tutorials](#)

***One page handout for parents to go with teacher email**

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Responsibilities of the Student During Home Learning

The students will:

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