

Message for Families - Remote Learning Code of Conduct January 7, 2022

Dear Families,

Our teachers are working hard to create inclusive, faith-filled and safe learning environments for students.

To ensure the safety and privacy of students and staff working in a remote learning environment, we are highlighting code of conduct expectations for remote learners and for parents of remote learners.

The following are expectations for our **remote students**:

- The remote learning platform is a classroom;
- Students attending remotely are expected to show the same classroom preparedness and willingness to follow school and classroom rules, routines and expectations as if attending in-person (i.e. being presentable and dressed for learning, having learning materials ready and homework completed);
- Students are expected to be prompt and in attendance by the start of the school day. Any students who are late will be marked late and parents will receive a call from Safe Arrival.
- As in a regular classroom, remote learners are expected to show courtesy, respect and consideration for their teachers and peers. The school's code of conduct and progressive discipline apply in instances of inappropriate behavior; and,
- Where there is inappropriate behavior, the teacher will report the incident to the principal for further investigation and follow-up with parents.

Parents of remote students should note the following:

- All student absences must be reported via the Board's Safe Arrival procedures;
- The remote class is imbued with the same sanctity as a regular classroom;
- The teacher is the person of authority in the classroom and is responsible for establishing and maintaining class order and management;
- When there is any concern (i.e. live feed is not working), the parent will call the school office to report the occurrence and wait for the school administrator to respond;
- At all times, where there is concern about content, the parent will contact the teacher through established teacher-parent communication protocols including a phone call or email to the teacher. Additionally, the parent can also contact the

office with any concerns. **Parents are not to use the chat feature to address concerns.**

- Taking pictures, video or audio recording of the live proceedings is strictly forbidden to ensure the privacy of staff and students.
- Providing unwelcome feedback/comments about the proceedings of classroom lessons on social media is inappropriate. Any comments should be addressed directly with the teacher.
- **Under no circumstance during synchronous live teaching will a parent or guardian interrupt the proceeding of the classroom. As outlined in the Education Act s.212 (1), 'it is an offense for any person to wilfully interrupt or disquiet the proceedings of a school or class.'**

We must work together to ensure a safe and productive learning environment for all students. This requires the commitment of all stakeholders during this difficult and unprecedented time.

Thank you in advance for your cooperation and support as we work together as a community.