

# **Peyton Jr.-Sr. High School Remote Learning Plan**



## Table of Contents

Remote Learning Instruction.....	3
Student and Parent Expectations.....	3
Remote Learning Procedures.....	4,5
Student Device Availability and Connectivity.....	6
Staff Email Contact.....	7



**Remote Learning Instruction**

In the event in-person instruction is suspended for an extended length of time, the Board of Directors or their designee may declare Remote Learning Implementation for any or all district schools. This declaration will be at the earliest possible appropriate time and be communicated to the community using the same means of communication as the cancellation, delay or early dismissal. Additionally, district and school specific quick reference tabs, referencing Remote Learning Implementation will be established on the district website as an additional means of sustained communication.

Once the Remote Learning Implementation is designated Building administrators will develop means for instructional staff to access the building and facilitate preparation allowing time for staff, students, and parents to effectively prepare for Remote Learning Instruction Any plans including building access for any staff will be in compliance with any prevailing safety restrictions. Below is a synopsis of protocol/reasons in-person learning could be suspended and what that designation means.

<p>Complete Suspension of in-Person Learning</p>	<ul style="list-style-type: none"> <li>• An elevated rate of infection</li> <li>• High Risk</li> <li>• Public Health Order Closing Schools</li> </ul>	<p>Access to the school building is restricted. All instruction and emotional support is accessed away from the school building. Instruction is delivered digitally. Limited in-person support is available on a scheduled basis as allowable by public health order. Foodservice support is available for pick up.</p>
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Remote Learning allows students to continue their sequence of learning despite their inability to access facilities. Teachers will provide adequate time for students to complete their assigned tasks during Remote Learning.

### **Student and Parent Expectations**

**Students – All students are expected to engage in all learning activities directed by teachers. You are expected to communicate with teachers, complete assignments, and engage in learning. Additionally, students are expected to adhere to the Peyton Jr.-Sr. High School Academic Code of Conduct. Cheating and Plagiarism will be enforced by the administration according to the Academic Code of Conduct. Remote Learning puts a greater responsibility on students. Grades received through Remote Learning will be transcript. We ask that our students please take this responsibility seriously. We understand that it is different to go to school without leaving your house. Work to find a location in your house, free of distractions, and a place where you can effectively complete work. Students are required to use their student issued email address for communication with their teachers and work submission to Google Classroom. All college level courses that are either dual enrollment or concurrent enrollment will abide by the policies set up by the institution that awards the credit. Students who wish to take these classes must have access to a computer and the internet outside of the building to transition to online learning. The college will not offer a grace period for transition and dates outlined in the course syllabus will not change.**

**Parents – Transitioning to a Remote Learning environment is going to require greater parent engagement in order to simply understand what our students are up to every day in this model. If you have questions for individual teachers, please don't hesitate to email them and ask questions. A quick reference tab will be available on the Peyton School District website at <https://peyton.k12.co.us/> to help provide guidance for the remote learning process and the Google Classroom platform.**

### **Remote Learning Procedures**

**Attendance-** Attendance will be taken on a daily basis. Peyton School District will continue to abide by traditional attendance policy and accountability, including absences, and truancy.

**Assigning of School Work-** School work shall be assigned throughout the week. These assignments shall be posted on Google Classroom with clearly stated due dates.

**Submission of Assignments-** Assignments shall be submitted through Google Classroom. For a submission to be considered “on-time” students must submit their completed assignments no later than 11:59 pm on **the due date UNLESS the assignment is an assessment that requires a different timeframe and different level of oversight. Certain assignments/projects will be required to be submitted through the Turnitin platform to ensure academic integrity. Teachers will communicate with their students which assignments/projects will be submitted using Turnitin.**

**Remote Instructional Conferences-** Remote instructional conferences are recommended, and can be made mandatory at teacher discretion. A remote instructional schedule will be built and maintained to avoid overlapping courses. Student presence at a mandatory conference may be graded for participation.

**In-Person Instructional and Assessment Conferences-** In-person instruction may take place as approved by local authorities. This form of instruction is recommended for all. In-person instruction may take place in the traditional format, or a modified, appointment style format. Additionally, students may be required to attend Assessment days to complete required assessments in person if approved by local authorities. Assessment is an integral part of the learning process, transportation will be provided for students if needed. More information will be made available for in-person instruction and assessment.

**Grading of Assignments and Late Work Policy-** Grading of remote learning assignments will resemble that of our traditional learning system. Grades will be visible and posted on the approved platforms to be viewed by students and parents/guardians. Late work will not be accepted. All due dates will be clearly identified by teachers.

**Teacher Availability-** Instructional staff will be available throughout the school days, Monday, Tuesday, Wednesday, and Thursday from 7:36 am to 3:40. **Teachers may, but are not required to answer emails or make phone calls outside of working hours. Teachers will have up to 24 hours to respond to emails or phone calls. Teachers may have designated “office hours” in which they will be available by video conference, telephone, and able to respond to digital correspondence.**

**Student Device Availability and Connectivity**

As we are looking at the possibility of moving into remote learning at some point this school year we would like to plan as early as possible for those students with connectivity or device issues. If we go to remote learning do you have internet access and devices to support your student's at home learning?

This information will only be made available to the administration, counseling, and your student's teachers. With this information we will work to help correct any connectivity or device issues to ensure that your student will be able to access Google Classroom and remote learning instruction.

Student Name: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Grade: \_\_

Please circle any barriers that limit your student's ability to learn at home.

Unstable/Intermittent internet

No Device

Which type of device will your student be primarily utilizing for remote learning?

Computer

Tablet

Cell Phone

Not Enough Devices

Other- Please explain-

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**Staff Email Information**

**Administration, Counseling, and Support Staff-**

Derek Burnside- JH/HS Principal-[derekburnside@peyton.k12.co.us](mailto:derekburnside@peyton.k12.co.us)

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