Elementary Remote Learning Parent Guide

Dear Elementary Families,

Beginning next week, we will be entering a period of remote learning. During this time, your child will be engaging with teachers and accessing their learning through the use of various electronic tools. This document is designed to provide you with an overview of your child's remote learning experience. If you need help with internet connectivity from your home or encounter technical issues, please contact our IT department at studenthelpdesk@wildwood.org.

We realize that at the elementary level, parents/caregivers will need to have a greater role in facilitating distance learning than in the upper grades. We also recognize that caregivers may themselves be working from home and may have more than one child/grade level to support. Thus, we will make every effort to design learning engagements that are flexible yet predictable and a steady balance of online and offline learning.

It is expected that the first few days of distance learning will be wobbly as everyone shifts to a new way of learning. Teachers have already introduced students to many of the tools and platforms we are utilizing and they've engaged in conversations around what school will look like from home.

We ask that parents:
- Become familiar with your child's class page in our Learning Management System (onCampus). This will be a consistent touchpoint for all remote learning messages and learning.
- Check notifications and lessons each day.
- Adhere to the best of your ability to the daily schedule found on your child's class page bulletin board. This schedule was intentionally designed to look very similar for all grades K-5 so children will be working on similar tasks/subject areas at the same time.
- Increase your familiarity with Zoom (if you are using your personal device, make sure you download the Zoom app), the SeeSaw app (found on school iPads), and your child's class page, including "Topics," as these will be the primary platforms for teachers to outline the learning tasks and objectives, communicate overall, and provide feedback. If you need access to the Learning Management System (onCampus), please contact tech support studenthelpdesk@wildwood.org.
- Create a space and time(s) in your home where your child(ren) can work independently each day to complete assigned tasks
- Facilitate your child's on-time participation in the synchronous Zoom calls
- Read the assigned home learning tasks, activities, lessons, etc. with your child
- Engage in conversations on posted materials, assignments, activities, etc.
- Provide an environment conducive to learning (access to technology, safe and quiet space during daytime)
- Be sure that your child(ren) are appropriately dressed, fed, and prepared for learning before remote learning begins for the day
- Monitor time spent engaging in online and offline learning
- During individual online times, we ask that a caregiver/parent be nearby
- Support emotional balance by providing ample room and time for reflection, physical activity, conversation, and play
- Communicate questions/concerns with teachers in a prompt and timely manner

- Email your child's teacher if you or your child has questions and/or need extra support. Our faculty will be checking email regularly between 8 a.m. and 4 p.m. (approximately) each school day

For technical issues, email studenthelpdesk@wildwood.org.

Schedule of Instruction

Beginning on Monday, March 16, your child will follow a specific schedule each week. You can access this schedule on the bulletin board of your child's class page. This schedule will primarily remain the same from week to week, but we suggest checking it at the start of each week as well as on a daily basis in case any changes need to be made.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:30 - 8:45 (15 minutes)	DEAR Time	DEAR Time	DEAR Time	DEAR Time	DEAR Time
8:45 - 9:00 (15 minutes)	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting
9:00 - 10:00 (60 minutes)	Math	Math	Writing	Writing	Writing
10:00 - 10:30 (30 minutes)	Break	Break	Break	Break	Break
10:30 - 11:30 (60 minutes)	Humanities SS/Writing	Humanities SS/Writing	Math	Math	Math
11:30 - 12:00 (30 minutes)	P.E.	P.E.	P.E.	P.E.	P.E.
Lunch and Play (12:00 - 12:45)	Lunch and Play (12:00 - 12:45)	Lunch and Play (12:00 - 12:45)	Lunch and Play (12:00 - 12:45)	Lunch and Play (12:00 - 12:45)	Lunch and Play (12:00 - 12:45)
12:45 - 1:15 (30 minutes)	Reading	Reading	Reading	Reading	Reading
1:15 - 2:00 (45 minutes)	Specialist	Specialist	Specialist	Specialist	Specialist
2:00 - 2:15 (15 minutes)	Reflections	Reflections	Reflections	Reflections	Reflections

Class structure

At the start of each day, we are asking all children to join a live version of Morning Meeting using Zoom. **The Morning Meeting Zoom call will also be how daily attendance is taken.** In the event your child will be absent from class, please continue to notify our attendance coordinator at elementaryfrontdesk@wildwood.org. If students will miss a Zoom session for any reason but will be engaging in the other daily school lessons, please notify your teacher and the attendance coordinator and your child will be marked "tardy."

Using Zoom for Morning Meeting and Attendance

You can access Zoom from a computer or iPad. From a computer, you will start on your child's class page in our Learning Management System (onCampus) and click the Zoom link found on the Bulletin Board. From an iPad, your child will enter the Zoom session for their class by accessing the LMS (onCampus) icon and using the Zoom link located on the Bulletin Board of their class page. Once you click on the link, you will immediately be redirected to the Zoom app and the meeting will launch automatically. Children explored Zoom in class with their teachers and tech coaches so they have some familiarity with this tool.

Daily Lessons - What to Expect

During this remote learning time, you can expect your child to engage in learning in multiple ways. Your child's teacher will post lessons for the week ahead with dates as to when each lesson should be done. We ask that students stay in sync with the schedule as much as possible. Some lessons will include the use of technology, many will not. Students in grades 3-5 may also be asked to work on assignments, projects, and assessments within familiar tech formats, such as google docs/slides, etc. Teachers will provide feedback to all students through various platforms, individual Zoom conferences, and Google documents (for older students).

Weekly Check-in Sessions

Your teachers will be creating scheduled check-in times with each student. These meetings will take place as a live Zoom conversation between you, your child, and the teacher. Teachers will send out a weekly schedule for these sessions so you will know ahead of time when that meeting will take place.

Accessing Class Lessons

Materials for each class can be accessed through your child's page in our Learning Management System (onCampus). Links to all materials, resources, and related documents and assignments will be housed here.

- **Bulletin Board -** When entering your child's class page, you will begin/land on the Bulletin Board. The Bulletin Board is where the daily Morning Meeting Zoom link will be found along with any new announcements or updates to class goings-on.
- **Topics -** Within the Topics section, there will be a "tile" for each subject area. By clicking on that tile, you will find the lesson for the day materials for this week including readings, handouts, slide decks, and links.

Academic Support Services

If your child currently has an active academic accommodation plan through Wildwood and needs additional academic support, please contact Rachel Paul at rpaul@wildwood.org.

Counseling Services

Our school counselor, Chris McKenna, will be available to meet by Zoom appointment with students and parents. To schedule an appointment, please contact her at cmckenna@wildwood.org.

Communication Resources
In addition to your teachers, administrators will continue to be available to you via email. Please reach out to us with any questions or concerns that arise during this time. Please remember the following people are available to support you during remote learning:

- Katie Rios krios@wildwood.org
- Sarah Simon ssimon@wildwood.org
- Melanie Benefiel mbenefiel@wildwood.org