

Holy Cross Academy

Virtual Learning Plan



Challenging Minds. Engaging Hearts. Nurturing the Spirit.

Our Mission: Rooted in Gospel values and committed to academic excellence, Holy Cross Academy seeks to foster spiritual development, service to community, and a life-long love of learning in every child. To build a Christ-centered foundation for our students, we encourage collaboration between our children, families, and community. Our goal is to develop outstanding, well-rounded students who are leaders in their communities, who are known by their service to others, and who achieve success in all facets of their lives.

Introduction:

Holy Cross Academy is committed to delivering an engaging and faith-filled learning experience for all students even when circumstances impact our ability to provide that experience in-person and in the classroom. To lessen this, we have developed a plan to ensure that students are able to continue to learn with their classmates and interact on a daily basis. Through Google Classroom, Google Meets, and the G-Suite, students will continue to engage with their teachers and classmates as well as communicate with their teachers. In addition, teachers will be able to monitor student progress and provide the necessary support to ensure that students' individual needs are being met. At this time, we will also look to the parents to provide input and support, as well. It is important that we work as a team and an HCA family to help our students be successful.

Virtual Learning Plan:

Parents will need to provide the office a minimum of 48 hours notice that their child(ren) will be utilizing the Virtual Learning Plan. As well, this is true for when the student will be returning to school. This is necessary for teachers to assemble work and other items that students may need. There is not a time commitment associated with virtual learning but it is best to stay with one option for a consistent time period - keep in mind this is also not a hybrid model (where a student attends school for 2 days a week and is virtual for 3).

Note: Your child's attendance is recorded by logging into each of their classes every day.

Procedure for Virtual Learning:

- Teachers will live stream their classes using Google Meet.
- Students will log into the class using their school email, as it is in session, using the code provided by the teacher.
- The student will be engaged in the class - as it is occurring - answering questions and having discussions.
- The student will be prepared - with all materials necessary for class (including having homework completed).
- The teacher will let the student know when/if they can log off - if the instructional portion of the class has ended.
- Students are able to email or otherwise communicate with teachers through Google Classroom if there is a need for clarification.
- Each teacher (including Specials Teachers) may have their own Google Meeting Room during the day - this is determined by the individual teacher.
- At times, it may be necessary to pick up materials or drop off assignments/materials at school.

Expectations for Students:

- **Fully Engage** in the live classes. This means that you are on time, your **camera on your device is on**, and you are ready to learn.
- **Be prepared** - have all materials you need to be successful - including books, packets, whiteboards, and any other materials requested by the teacher.
- **Be actively involved** - for example, you are providing answers, raising your hand, and involved in meaningful discussion with the class.
- **Complete Assignments and Homework** and turn them in **by the due date** - just as if you are in class with the other students.
- **Ask Questions** - if you don't understand, it will be extremely important to ask questions by raising your hand or by emailing the teacher.
- **You are expected to fully follow our Code of Conduct and Internet Use Policy** - do not misuse the virtual platform.

Expectations for Parents:

- Ensure your child has a workspace that is free of distractions.
- Organization is important - work with your child the night before to make a schedule of classes and organize the materials they will need for their meeting times.
- Make sure that your child is logging onto classes on time and is participating/engaged with the activities and lessons.
- During class time, the students should be focused only on their school work - not eating, playing video games, or otherwise being distracted.
- Work with your child's teacher to make sure that all assignments are completed appropriately and on time.
- Communication is key!

It is understandable that participating on a virtual platform is challenging and stressful at times. This is why it is vital to review these expectations with your child(ren) and have open communication with your child(ren)'s teachers. Please be mindful of the fact that the teachers will be working with students in class and out of class so an immediate response to emails may not occur but teachers will do their best to respond as soon as possible. As this is new for all of us, there will certainly be challenges we will encounter, but with patience and faith, we will work through them together!

Helpful Resources:

Google Meet Cheat Sheet: <https://support.google.com/a/users/answer/9300131>

How to Use Google Classroom for Parents: <https://www.youtube.com/watch?v=IgS-hoSljnw>

Quick Guide to Google Classroom: <https://www.youtube.com/watch?v=2lowi-gmbys>