

**2020-2021 Remote Learning FAQ**  
**The Atonement Academy**

**Will Remote Students be required to engage in live class sessions, or will they be able to watch recordings at another time?**

Middle and Upper scholars will be expected to attend live classes. Middle and Upper scholars will follow their schedules as if they were on campus and will be expected to attend live sessions for each of their academic classes. Depending on the nature of the lesson, teachers may, from time to time, allow students to leave a live class session early to complete work independently.

Lower scholars are not required, but strongly encouraged, to attend live class sessions according to their daily schedule. All classes will be recorded and made available for viewing by 5:00 p.m. the same day. Recording of live classes will be available both to Lower scholars who elect not to attend live sessions and for Middle and Upper scholars who either wish to review the day's instruction or who were unable to attend.

**Will Remote Students complete the same work and be generally held to the same expectations as Traditional Students?**

Yes, we expect that Remote Students will be able to complete the same work and therefore will be required to do so. It should be noted, however, that the online format of remote learning may, at times, pose limitations on or require adjustments to the nature of the work. Remote Learning is designed so that Remote Students will be able to meet the same educational objectives as Traditional Students and will, consequently, be expected to take the same assessments and be subject to the same grading policies.

**What technologies will Remote Learning 2.0 require?**

Lower scholars, especially grades Pre-K through 6th grade, will need access to an Internet-connected computer (though a smart phone or tablet with a web camera and microphone could also work), which will enable them to attend live class sessions (optional), watch recordings of the live class sessions, obtain and submit assignments, and take the occasional quiz or test electronically. Middle and Upper scholars, should have access to an Internet-connected a computer during school-day hours. A full keyboard (as opposed to that on a phone or tablet) is recommended for ease of completing assignments that require typing. An inexpensive, entry-level computer with a web camera and microphone will suffice.

### **Will Remote Students have to download assignments, print them and then upload them once completed?**

Yes. The new FACTS-SIS Learning Management System (LMS) will also provide greater functionality to allow for students to complete some assignments, quizzes, and tests online. However, because of the nature of our Lower School curriculum and its emphasis on handwriting and spelling, Lower School will regularly need to upload their handwritten assignments.

Middle and Upper scholars should also expect some handwritten assignments that will need to be scanned and uploaded, including some that are designated “in-class” and which will need to be uploaded during, or immediately after the class session.

### **How will Remote Students access assignments and assessments?**

Most Remote Students will access all assignments and assessments through the FACT-SIS Learning Management System (LMS). In addition to assignments being posted on the LMS, Pre-K through 2nd grade will also use hard copy packets of necessary handouts and other resources (manipulatives, decodable readers, flash cards, art project materials) that will cover a week at a time and will be available for pick-up at the school by 12 p.m. every Friday. We encourage parents of Remote Students to pick these prior to 3 p.m. so that there is no confusion during carline.

### **What is the FACT-SIS Learning Management System (LMS)?**

The LMS is a user-friendly interface that allows students (and parents) to communicate with their teachers about each of their classes, access learning resources and assignments as well as complete and/or submit assignments and assessments electronically. The LMS is accessible through the FACT-SIS website by logging on with parent/student credentials.

### **How do Remote Students log on to the LMS and how will they learn to use it?**

Remote Students Log on to the LMS in the following way:

Go to <https://factsmgt.com/>. Choose Parent Log in and then FACTS Family Portal.

- Students may use the same student log-on they used in the spring, unless a student changed his/her password (if you need the District Code or your username and password, contact your child’s teacher or Mr. Dan Patrick, our IT Specialist, at [dpatrick@atonementonline.com](mailto:dpatrick@atonementonline.com)).
- New students who were not here in the spring will use the default username and password (again, contact your child’s teacher or Dan Patrick if you do not already have the default username and password).
- Be sure to log in as a student. Once into the system, click on “LMS” on the bottom right hand side of the screen. This will open the LMS dashboard.

While use of the LMS is fairly intuitive, teachers will provide additional guidance to instruction to parents and students on where to find announcements, assignments and other materials need for class as well as how to submit assignments and complete assessments through the LMS during the first days of Remote Learning instruction.

**How will Remote Students access the links to join live class sessions? How will they access the recordings of class sessions?**

Links to join class sessions or access class recordings will be available on each class' LMS page. During the first days of Remote Learning instruction, teachers will ensure parents and students know where to find these links, which will be located in a convenient, easy-to-find placed.

**Is there a single school contact for technical problems, as opposed to academic content?**

Technical problems experienced with FACTS/SIS (formerly RenWeb) may be directed to Mr. Dan Patrick at [dpatrick@atonementonline.com](mailto:dpatrick@atonementonline.com), while questions about course content, requirements, and assignments should be addressed to teachers of those courses.

**What if my child is unable to attend live class sessions or submit work on time due to illness?**

Remote Students who are unable to make live sessions (Middle and Upper scholars only) or submit work by the posted deadlines (all scholars) due to illness must present a doctor's note via email to Mrs. Johnston and the relevant teacher. Otherwise, the absence will be unexcused and all work not submitted on time will be considered late, as defined in the Student-Parent Handbook.

**When will my child's work be due?**

Middle and Upper scholars must submit work by the due dates set by their teachers. Unless otherwise indicated by the teacher, assignments for Middle and Upper Remote Students will be due the same time as they are for Traditional Students.

In order to accommodate Lower scholars who may review recordings of live class sessions, instead of attending them in real time, Lower Remote Students may have deadlines that differ slightly from their Traditional Student classmates. Classroom teachers will ensure Remote Students are aware of dues dates for their assignments.

**What if my child submits work late?**

Except in the case of an excused absence, late work will incur its usual 10% per day point reduction as specified in the Student-Parent Handbook.

**How will attendance be recorded for Remote Students?**

For lower scholars, the timely completion of assignments in that course will count for the week's attendance in that class. Except in the case of an excused absence (see question above) Middle and Upper scholars must be present for the live session of each class in order to be marked present for the class. Absences will be recorded in FACT-SIS as with Traditional Students, but teachers will also inform parents of their child's absence on the same day the absence is accrued.

**Will my child be marked tardy if he does join the live class session on time and is there a consequence for being late to class?**

Middle and Upper scholars **only** will be marked tardy if they are late for a live class session. A small percentage of Middle and Upper scholars overall grade for each class will consist of a "Remote Learning Readiness Grade" that will account for timeliness, participation, and other established Remote Learning behavioral expectations.

**Will there be class expectations for Remote Students attending live sessions and will they be required to wear uniforms?**

Yes, there will be etiquette and behavioral expectations for Remote Students when they attend classes live. Teachers will establish these expectations during the first days of Remote Learning. As Remote Students attending live sessions will be joining their Traditional Student classmates, they too will be expected to wear their uniform during all live class sessions they attend.

**Will office hours be available to Remote Students and how and at what time will they be conducted?**

Office hours will be available for Remote Students once a week. These will consist of live sessions for Remote Students only. A schedule coordinating office hours for all classes will be made available during the first weeks of school.

**Will remote students be expected to take AR and Star tests?**

Yes. Mrs. Wendtland will provide instructions and training for Remote Students on taking these tests.

**Are Middle and Upper scholars whose schedules include a tutorial period during the day required to attend live tutorials sessions?**

No. Remote Middle and Upper will not attend tutorials. After school office hours will be available once a week should they require additional assistance.

### **Will Remote Students have P.E. and Music?**

Lower School Remote Students in PreK-3 through 5<sup>th</sup>-grade will have P.E., but P.E. for Remote Students will not consist of live class sessions. Instead, coaches will post assignments on the LMS. Remote Students will complete the assigned activities on their own and submit an acknowledgement of completion through the LMS.

Middle and Upper Remote Students will not have P.E. or Athletics through the remote platform, as they are permitted to participate in Athletics on campus.

Lower School Remote Students will not have Music class. Instead of live class sessions, Middle and Upper Scholars will have a weekly assignment that will be posted on and submitted through the LMS.

### **Are Traditional (non-remote) Students able to use Remote Learning if they are out due to quarantine or illness?**

Yes. For the safety of other students as well as teachers and staff, we want to encourage parents to keep their children home when they are sick for any reason. We also want students to be able to keep up with their classes if they are sick but feeling well enough to do so, or if they are having to quarantine. Therefore, Traditional Students may transition to Remote Learning for the period of time they are absent. *Parents should contact their child's teacher as soon as possible if their child is transitioning to Remote Learning.*

### **How do absences work if a Traditional Student transitions to Remote Learning suddenly due to illness or quarantine?**

Traditional Students who transition to Remote Learning will not be counted absent if: (1) they are a Middle or Upper Scholar and they attend their live class sessions through Zoom; (2) they are a Lower Scholar and they either attend their live class sessions through Zoom or submit their work on time (parents should consult with the teacher about due dates).

### **Are there any special procedures and expectations for Traditional Students in PK-2<sup>nd</sup> who suddenly transition to Remote Learning?**

Yes. Due to the handouts and other materials PK-2<sup>nd</sup>-grade students need for their classes, we ask that parents follow the procedures below:

- (1) Please contact your child's teacher immediately if you anticipate your child being out for more than a day and would like to begin Remote Learning.
- (2) While you may have your child sign on to the live class sessions (Zoom links are posted on the LMS) on the first day your child is out, your child may not be able to fully participate in the

lesson until he receives from the teacher the materials associated with the lesson. You will want to reserve questions about the lesson until you receive those materials.

- (3) Please allow up to 48 hours for teachers to have materials available, though in most cases they are likely to be available sooner.
- (4) Once the teacher informs you that the materials are ready for pick-up, you may come to the school during school hours (7:30 a.m. to 4:00 p.m.) to collect them.