

ATTENDANCE:

All students must go to the homeroom teacher's Google Classroom to connect via Google Meet for attendance at the times listed below:

- Full-day remote Grades 6, 7, 8 students must connect at 8:15 am for attendance.
- Full-day remote students in Grades 1-5 must connect at 8:30 am for attendance.

Remote half-day students must sign in and connect with Google Meet at the times below. Failure to do so will result in the student marked absent for the afternoon.

- Grades 1-2: Pick up is at 11:20: **Remote learning begins at 12:30**
- Grades 3, 4, 5: Pick up is at 11:40 **Remote learning begins at 12:50**
- Grades 6, 7, 8: Pick up is at 12:15 **Remote learning begins at 1:15**

If your child will be absent for a full day or part of the day, for any reason, you must call the school office to state the reason before 9:00am. For more information, please refer to page 13 of the Parent-Student Handbook, SECTION III - ATTENDANCE POLICIES.

REMOTE LEARNING RULES OF CONDUCT

Teachers will run all Google Meets for remote learning to follow the same subject schedules. These schedules are posted in their Google Classrooms and in Google Calendar.

Students must adhere to all of the following rules when connected with their teachers for remote learning:

- Students are not permitted to join Google Meets before the scheduled class time. If they try to do so, they will get an error message.
- A computer, laptop, Chromebook, iPad or Android tablet can be used for remote learning. No cell phones should be used. All students must be prepared with their device fully charged and have the power cable nearby.
- All students must keep their camera on at all times so the teacher can see them and that they are present and working. (If a parent feels their child needs to use a background image because they may be uncomfortable showing their home surrounding/background, they must contact the school first. Those students will only be permitted to use the Visitation Academy logo as their background.)
- Students must be dressed in their school uniform shirt and have no food or drink present while learning. They should be seated at a table or desk during instruction. Sitting on beds in bedrooms will not be permitted.
- Chatting with classmates is not allowed. Students are only allowed to chat with their teacher during a meeting, if needed.
- All students must remain muted and only unmute when the teacher instructs them to do so.
- The teacher will inform remote students when to leave the Google Meet. Students must not leave prior to teacher direction. Depending upon the schedule, students may be asked to rejoin the meeting.
- **Students are only allowed to visit teacher approved websites while remote learning and be actively engaged in learning.**

Please note that the same technology rules of conduct apply to both in school and remote learning. Please refer to the Technology section of our school handbook.

***** If students have any connection issues or are unable to join or rejoin a Google Meet, please contact the school office: 201-262-6067.*****