



Sacred Heart Catholic School's Guide to Distance Learning

August 11, 2020

Sacred Heart is offering Distance Learning to families as an option for their child(ren) for the 2020-2021 school year. This document provides detailed information regarding Distance Learning at Sacred Heart Catholic School.

Course content is created to ensure that students continue learning at Sacred Heart as well as to continue to develop a love of learning and gain appropriate academic and social-emotional skills. Classes are taught by Sacred Heart teachers and will follow a similar schedule of classes at school. Established lines of communication will be between the teachers, students, and parents.

Distance Learning that will occur during the 2020-2021 school year will be very different from Distance Learning that was implemented in the spring of 2020. Adjustments have been made based upon feedback and experiences from the teachers, students, and the school community. An overview is outlined below and is subject to change as directives are provided by governing authorities and/or health officials.

Please sign and return the last page of this document indicating that you are aware of the guidelines for Distance Learning.

Sincerely,

Mrs. Brown

Attendance

- Per TCCB ED guidelines, students must attend 90% of a course to be awarded credit for the course and/or to be promoted to the next grade.

Synchronous Remote Instruction must address the required curriculum per TCCB ED guidelines.

Synchronous Instruction – defined as two-way, real-time, live instruction between teachers and students, through the computer, or other electronic devices or over the phone. The student(s) is engaged live with the class and teacher.

- Teachers must take and post attendance as if the student were physically present in the classroom.
- Students who are not logged in at the teacher's documented official attendance time will be marked absent. Each classroom teacher will take attendance.

- All lessons are live and there are no recorded lessons for the student to watch.
- Students will be dressed appropriately for school (no pajamas) and will be in a setting that is conducive to learning. (lights are on in the room and the student's face can be seen by the teacher)
- Not following these guidelines may result in a student absence or being removed from Distance Learning.

A minimum number of daily instructional minutes are required: Daily instructional minutes:

- 3rd – 5th grade – 180 instructional minutes
- 6th – 8th grade – 240 instructional minutes

For remote synchronous instruction, time spent for lunch and recess is excluded from the calculation of daily minutes.

Grading

School grading policies for remote student work will be consistent with students that are attending the actual school campus. The grading scale and expectations are the same and is inclusive of homework assignments, projects, tests, benchmarks, etc.

- Teachers will check daily for student engagement in the class.
- The same consequences are in place for late assignments, late projects, missed tests, benchmarks, etc.
- Distance Learning does not allow for students to have extra time to complete any work.
- Students not engaged in a class will be marked absent for the day.
- Students will receive Progress Reports mid – trimester and Report Cards at the end of each trimester.

Special's Classes and Electives

Students may be assigned a project to complete by the specials' teachers that coordinates with the subject matter being studied. ex. PE, Art, etc.

Absences

- Students that are absent from class will follow the same protocols that are in place as if the student were attending school.
- When a student's absence for illness extends five (5) cumulative days, a statement from a physician verifying the illness or condition is required and must be submitted to the school for the student to receive an excused absence. For every day absent the student will have the same amount of days to make up work if absences are excused.

Extra-Curricular Activities

Students that are participating in distance learning may not participate in extra-curricular activities.

Brick and Mortar

A change from distance learning to physically attending school can be made at the end of each trimester.



Sacred Heart Catholic School Distance Learning

I have read and understand the guidelines for Distance Learning.

Parent Signature

Date

Student Name

Grade Level and Teacher

1.

2.

3.

4.