



SYNCHRONOUS CLASSROOM

The goal of our Synchronous Classroom is to help your children maintain academic progress with a focus on core subject areas during times when it may be necessary to remain at home for COVID-19 related reasons as mandated by Santé Publique. We want students to remain engaged so they can continue to learn and grow academically while staying connected as a community of learners. They will be afforded meaningful opportunities to read, write, share ideas, think, explore, make connections and create. They will have opportunities to share their work and will be given regular summative feedback.

Elementary School: Students will follow a grade-specific schedule. Synchronous learning (through Zoom) will focus on core subject areas (English, Math and French). Specialist subject material will be accessible asynchronously via Google Classroom, SeeSaw or email.

High School: Students will follow their regular class schedule through synchronous learning.

WHO HAS ACCESS TO THE SYNCHRONOUS CLASSROOM?

St. George's focus for the 2021-2022 academic school year is on a safe return to campus for all students.

Access to the Synchronous Classroom will be limited to COVID-19 related reasons:

- Directives from Santé Publique.
- Medical exemption (In the event that a medical exemption is needed a conversation with your campus Principal is required in addition to a new doctor's evaluation and written exemption).

HOW TO ACCESS THE SYNCHRONOUS CLASSROOM

Any student experiencing COVID-19 related symptoms must first follow the protocols and procedures outlined in the [Safe Return to Campus Plan](#). Once your assessment has been completed, consultation with the Emergency Health Officer is required.

The following outlines the process step by step:

1. Complete the [self assessment](#)
2. Contact Emergency Health Officer, Holly Durkee: holly.durkee@stgeorges.qc.ca
3. Await response from Emergency Health Officer with regards to timeline for access to the Synchronous Classroom.

Access may take from 24 to 48 hours given the timing of your request as well as addressing the necessary coordination and communication time between the team members at school.

(continued)

HOW TO ACCESS THE SYNCHRONOUS CLASSROOM (CONTINUED)

Elementary School

- a. You will be contacted by a member of the technology department with regards to protocols for access.
- b. Follow instructions on the DL Hub.

High School

- a. If a student is granted access, they will receive Zoom links from the technology department.
- b. At the start of class, students will be able to join the Synchronous Classroom directly.

GENERAL EXPECTATIONS

School attendance is mandatory and active engagement in all online classes in which your child participates is expected (health permitting).

Students should be on time and prepared for classes (i.e. at their designated work space with necessary materials) and follow the School's current dress code during distance-learning.

Students should have their video function on (until prompted by their teacher to do otherwise), their real background showing (not sitting with a window at their back/no virtual background) and their real name used in identifying themselves while using Zoom.

Students should be muted (to avoid background noise) until prompted by their teacher to unmute.

Students will participate actively and submit original work, done independently, and to the best of their ability, according to the timeline indicated by their teacher.

Students should have their cell phones and/or other recreational devices in a different room during class time to avoid distractions.

Students from Grades 3 to 6 should use their own school-issued device.

To protect the privacy of community members, students and parents/guardians may not share Zoom links, record classes, screenshot Zoom meetings, or post materials (screenshots, photos, videos, or files of any type) to any social media platform.

TECHNOLOGY REQUIREMENTS & EXPECTATIONS FOR USE

Grade 1 & 2 students will use a combination of Seesaw and Zoom for synchronous and asynchronous learning.

Grade 3 to 11 students must be logged in with their school account. They will use their school email, Zoom and Google Classroom.

Students are expected to be courteous and respectful online and adhere to the Student Responsible Use Policy as well as our Respectful Behaviour Policy. Please view pages 14 & 16 in the [Student-Parent Handbook](#).

FAMILY ROLES AND RESPONSIBILITIES

Help your children manage their online learning:

- Help with organization (create a calendar to prioritize work assignment and help troubleshoot technological issues (printing, uploading and the like).
- Create a comfortable, distraction-free place for your children to work and attend online classes (with a desk/table, adequate light and comfortable chair).

Lessons are intended for students to work on independently, collaboratively with peers, or with a teacher's help, just as they would at school. While our youngest students may need technological support and assistance accessing online materials, we encourage you to let your child work autonomously and to direct questions to the teachers. We can support your children most effectively when we know exactly what they are capable of on their own.

Do not join your children's online classes or be visible on your children's screens during classes.

WHO DO I CONTACT IF I HAVE A QUESTION?

Any questions relating to your child's classroom needs and subject-specific questions may be directed to their teacher.

Please contact the technology department (techsupport@stgeorges.qc.ca) for all technology-related needs.

St. George's team members monitor their e-communications from 8:00 a.m. to 6:00 p.m. You can expect a response within 48 hours.

IF MY CHILD IS SICK ON A DISTANCE LEARNING DAY, WHAT SHOULD WE DO?

Just like on a normal school day, a parent should notify the school if their child is sick. Attendance will be taken each day.

Please email absence.es@stgeorges.qc.ca or absence.hs@stgeorges.qc.ca or call 514-937-9289.