

# SOMSD PARENT/GUARDIAN VIRTUAL LEARNING BEST PRACTICES



*Following these best practices will ensure that teachers are able to teach students effectively in a safe environment; and will provide all students with the comfort and safety to express themselves freely with their instructors and peers during their live instruction.*

## 1 CREATING STUDENT INDEPENDENCE

Parents, we encourage you to step back and allow your child(ren) to attend class alone as much as possible. Of course, you can be nearby, but we ask that you not be visible on the camera (i.e. sitting directly next to your child for the entirety of their class session). Some of your children's peers are less apt to participate when they see adults other than their teachers on the screen. We recognize, during these early weeks of virtual learning, parents may need to be more hands-on with their children as they navigate the virtual environment. More specifically our younger and some special needs students, however, once again, we encourage you to begin to guide them towards independent work (and if they need your help they can reach out to you).



## 2 VIRTUAL CLASSROOM ETIQUETTE

1. We encourage you to not provide or shout out answers to your children.
2. Please refrain from interrupting the teacher to provide tips or suggestions or complaints. Remember, the children are in class and as parents/guardians, we are modeling positive and respectful behavior. If you have concerns or questions, send an email or schedule time to meet with your child's teacher during office hours.
3. Please refrain from using the chat feature to converse with other parents or the teacher, as it is a distraction to the teacher and to the class.
4. Ensure that all persons in the household who may be visible on the screen, even in the background, are dressed appropriately.
5. If your child is sharing a workspace, please have your child wear a headset or mute their audio (keep their camera on, and if possible teach them how to mute and unmute themselves when needed) during live instruction to ensure that there is minimal background distraction (i.e. phone calls, conversations, etc.) during their live instruction time.
6. Parents/guardians should not be attending class in their child's absence to take notes or signing into their child's live virtual instruction (i.e. just to monitor their class). If your child is unable to attend class, please reach out to their teacher.



## 3 PREPARING YOUR CHILD FOR DAILY VIRTUAL INSTRUCTION

1. Ensure that the students are sitting up and participating in class. Please mimic as normal of a school-day process as possible so that your child(ren) can transition more seamlessly to in-person instruction when it begins (i.e., so it is best that children not join the class from their beds).
2. Please ensure that students have adequate/designated workspace. Create a workspace where your child can focus (you may not have a designated space, but even if it is the dining room, kitchen table, or elsewhere in your home, create a space that allows them to transition into their school day smoothly).
3. As much as possible, try to minimize distractions for your children (i.e. TV on in the background, giving them access to other tech devices during virtual instruction)



## 4 PRIVACY, SAFETY & PROFESSIONALISM

1. Parents/Guardians may not create or post images of their child's class meetings using screenshots or screen recordings of any member of the faculty, staff, student body, or administration without the express permission of the instructor.
2. Derogatory posts, or calling out teachers by name or memes, etc. are not permitted. We ask that parents afford teacher's professional courtesy and refrain from posting photos, videos, or derogatory comments to social media outlets (if there is a concern please address it with your child's teacher directly and/or school building principal).
3. Do not engage in behavior that puts yourself or your children at risk. If an instructor witnesses anything that they feel is unsafe they are required by law to follow-up with the appropriate authorities.



## 5 CONNECT WITH YOUR CHILD'S TEACHER

1. A lack of communication with the parent can be challenging for a teacher, particularly in the online learning environment. Set up a day and time each week or bi-weekly to connect. Being proactive is essential if your child is struggling in school or even if they are dealing with technology challenges.
2. Teachers can help with more than you think and they are usually willing to help. So if any issues come up, if your child's not able to attend a class, if your child is unable to complete the work, if it's really hard to get a routine set up, if a student has difficulties with a task on deadline and you can work with the child only during the weekends, the first thing to do is get in touch with the teacher.

