



Bolton Distance Learning (BDL) **What BHS Parents Need to Know**

A distance learning environment presents unique challenges and opportunities for students, families, and teachers. Bolton Public Schools is confident that we can work together to make this experience a successful one.

How do I get the info I need?

- The district website, www.boltonpublicschools.com, will provide updates regarding our closing.
- Grade 9-12 classes will utilize a Google classroom for continued learning. Students are already enrolled.

What should my student expect?

Students are expected to spend approximately 30-45 minutes per subject/class for the “in-class” portion of the BDL day. Each class will look slightly different but here is an outline of what to expect:

- Teachers will create online resources, assignments and assessments that support the curriculum for their classes.
- All teachers will utilize a Google Classroom as a launching pad.
- Clear expectations for student daily/weekly work, including due dates, will be outlined on Google Classroom and posted each weekday.
- Teachers will check Google Classroom daily and provide regular feedback to students and document progress in PowerSchool.
- Teachers will reply to student questions and/or provide appropriate feedback within 24 hours during the school week.
- Teachers will check their school email and voicemail daily and respond to all inquiries from students within 24 hours during the school week.
- Participation in class will be tracked by teachers and will be used to determine class “attendance.” Indications of participation may include electronic interactions, submission of work, or any other indication that you have participated in the lesson/assignment for the day. Attendance will be recorded in PowerSchool on Tuesdays and Thursdays. Students who are absent will be responsible for completing the required daily work on their own time as they would in any other situation in which they may have been absent from school.

What should I expect from teachers?

- Teachers will post daily by 9:00 AM information about the current content, assignments, assessments, and/or related skills. Teachers will generally be available to students electronically between 9:00 AM-3:00 PM. This does not mean that the teacher is online continuously. However, email and other means of electronic communication with students and parents will be checked regularly during those times Monday through Friday.

- Teachers will post daily information about the current content and/or related skills.
- Teachers will provide feedback to students that support current assignments, at least twice weekly.
- Teachers will enter a new gradebook entry into PowerSchool at least twice weekly. This may be formative or “check in” information.
- Teachers will check daily to see if students have posted work or have asked questions. Teachers will reply to student questions and/or provide appropriate feedback within 24 hours during the school week.
- Teachers will check their school email and voicemail daily and respond to all inquiries from parents within 24 hours during the school week. *Please note that email is easier to access from home so that is the preferred method of communication.*

How do students access their resources?

Students will need to sign into their school Google account to access their resources. In general, they already know how to do this.

- If using a Chromebook, students will sign into the Chromebook with their school credentials.
- If using a desktop or mobile device, students open Google Chrome then sign in with their school credentials.
- Once signed into a Chromebook or Google Chrome, students should go to classroom.google.com to access their classes.

What can I do to support the success of my student?

Help us treat each weekday as a school day. We will be following our school calendar and maintaining as regular a schedule as possible even though the setting has changed to instruction at home.

- Create a learning space ready for success
 - Good lighting
 - Easy access to supplies
 - Easy access to technology (when applicable)
 - Minimize distractions (including turning off social media notifications)
- Create a schedule (see sample schedule on the following page)
 - Make a plan the night *before* about what tasks your child will work on the next day.
 - Consider what your child can accomplish *independently* and what they may need your support with.
 - *Stick to the plan.* It is particularly easy to get distracted in a more relaxed environment. *Do your best to stick to the plan.*
 - Build movement and snack breaks into the day.
- Encourage the proper use of technology
 - Distance learning can be a great avenue for discussing and practicing social etiquette as well as the appropriate use of technology.
- If you become ill or your child becomes ill, let teachers know so they can accommodate your needs and the needs of your child.

Sample Daily Routine

- *07:30 AM - Get up, get dressed, eat breakfast, brush teeth, etc.*
- *08:30 AM - Organize learning space, turn on computer/device, log into Google*
- *09:00 AM - Review daily Google Classroom announcements from teacher(s) and get necessary learning materials (books, workbooks, etc.)*
- *09:15 AM - Engage in learning activities for your period A-D classes and work on necessary assignments for those classes.*
- *10:15 AM - Take quick stretch and nutrition break*
- *10:30 AM - Return to assignments, keep working, document learning*
- *11:45 AM - Check Google Classroom and school email for any additional announcements and email your teachers any questions you have*
- *12:00 PM - Lunch and movement (Take a walk. Dance. Do jumping jacks. Run. Follow an online workout routine. Just move!)*
- *12:45 PM - Engage in learning activities for your period E-H classes and work on necessary assignments for those classes.*
- *02:00 PM - Take a quick stretch/snack break*
- *02:15 PM - Return to assignments, keep working, document learning*
- *03:30 PM - Summarize your learning in whatever way your teacher(s) have requested, and submit your evidence/assignments online. Check Google Classroom and your school email one last time for the day.*