

William S.Cohen School: Remote Learning Tips for Parents

1) Help Create a Learning Space	<i>Help your child find a comfortable, quiet space where they can focus on their remote learning.</i>	<ul style="list-style-type: none">• If possible, avoid spaces with too many distractions / temptations (eg. the TV or video game console).• Your child should be seated at a desk or table where their laptop and other materials are easily available.
2) Help Establish and Follow a Routine	<i>Help your child establish a structured daily routine that includes expectations for school time, meal/snack time, play time, and family time.</i>	<ul style="list-style-type: none">• Help your child get organized at the beginning of the week by writing down all of the required class-meeting times. Schedule breaks, meals, and down time around those appointments.• Take note of optional meetings / office hours and help your child assess whether they want or need to take advantage of this additional support.
3) Help Set Up For Success... Then Step Back	<i>Support your child as they prepare for their remote learning opportunity. Help them get organized and logged in, then give them space and a little privacy while they work with their teacher and other peers online.</i>	<ul style="list-style-type: none">• Take note of sign-in protocols (eg. passwords, location of meeting links) and be prepared to support your student as they get comfortable “getting to class” each day in this online format.• Refrain from “entering the classroom” (ie. joining / interrupting class by entering the video, speaking to the teacher, or to other students). The only person who should be visible in your household is your student. A good rule of thumb is, <i>If you can see yourself on the computer screen, the class can see you.</i>• Refrain from recording or taking pictures of your child while they are working online or while our teachers are delivering lessons. This is strictly prohibited.

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4) Check in Regularly

Check in with your student regularly. Your presence can serve as a quick reminder of the expectations and schedule you have set, and can help keep your child remain on-task and focused throughout the day.

- Non-verbal check-ins can be just as effective as having a conversation, and can be less disruptive during an online class. Quietly observe and assess whether your student is on-task (eg. listening to and participating in the lesson or engaging with the activity or discussion):
 - If they *are* on task, give a quick thumbs up or other non-verbal, non-disruptive affirmation, then step away, allowing your child to continue.
 - If they *are not* on task, *please do not discipline or scold your child in front of their teacher and peers*. Redirect your child by reminding them of expected behavior for remote learning
- Be aware that teachers have little recourse when addressing behaviors in an online course, and may choose to remove your child from the remote learning opportunity for that class period. Reentry during the same class period will not be possible. Your child's teacher will follow up with you and your child about next steps and/or make-up sessions (where appropriate / necessary).

5) Reach out, Stay Connected, Know Where to Get Help

Learn about and take advantage of the many ways in which our staff is here to support both you and your child during remote learning.

- Sign up for *Guardian Notifications* in Google Classroom.
- Monitor Infinite Campus using *Parent Portal*.
- Make a list of important people/contact info, including emails, phone numbers, and Office Hours.

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