



Lower School Online Learning Overview

Schooling is always a partnership. In an online learning environment, especially so at the lower school level, this partnership becomes the champion of learning. Over the course of this online learning time period, our faculty will partner with parents and guardians to engage students in experiences that stretch their understanding and expand how they approach new learning. Teachers will continue to carry forward their instrumental role in guiding, supporting and challenging students to take on new responsibilities and to become excited about new learning. Our families will have options and sources for flexibility that will give them choice and ownership as the online learning experience progresses.

Role of Parents and Guardians

As lower school students are still developing their independence, a teacher-parent partnership is necessary for students to engage in online learning tasks and to access online resources. The designed learning tasks and activities will provide direction and support to families with the understanding that task completion depends on each individual families' circumstances. We recognize that parents/guardians may have more than one child to guide, therefore we have framed the support for the learning experience within one day and that it can be completed at any time during that day.

We ask parents and guardians for the following support:

- Read the emails and Seesaw updates from your children's teachers daily.
- Designate a place in your homes or where you are located so your children can work independently (as much as possible) on assigned tasks and complete independent reading each day.
- Email your children's classroom teachers if you or your children have questions and/or if your children need extra help and support. *Our faculty will be present online to help and support frequently.*

Role of Students

- Dedicate appropriate time to learning as suggested by your teachers.
- Check appropriate online platforms for information on assignments daily.
- Engage in all learning posted with academic honesty.
- Submit all assignments in accordance with provided timeline and/or due dates.
- Identify a comfortable and quiet space to study/learn, preferably not in high-traffic areas of your homes or in your bedrooms.
- Students should "dress for the day" when having online conferences with your teachers (i.e., no pajamas).

Online Behavior, Etiquette & School-Issued Device Code

The Columbus Academy Lower School expects all students to adhere to the Acceptable Use Policy found on our website. Students and parents will review the policy as part of our online learning starting Monday. Teachers and/or administrators will be contacting families if they become aware that students are not adhering to appropriate online behavior.

Here are a few violations of the Acceptable Use Policy:

- sending or displaying offensive materials or pictures
- using obscene language
- harassing, insulting, threatening or attacking others
- purposely damaging school-issued devices
- reconfiguring the school-issued device for personal use, including logging in to any personal accounts not related to school work
- accessing personal email from a school-issued device
- communicating using the school's email for anything not related to school

Please review the full AUP found on the Columbus Academy Intranet page [here](#).