



# SAINT ANN CATHOLIC SCHOOL

## Online Learning Policy

1. Students must be logged into the classroom or signed in on time each day. If not, the student will be marked as tardy. If more than 10 minutes late, the student will be counted as absent.
2. Students need to be prepared by having the appropriate bandwidth at home to participate in class. Any IT issue must be reported to the school by emailing the online teacher for the student and Mrs. Sara at [sara.westrich@sascolts.org](mailto:sara.westrich@sascolts.org)

### Online teachers are as follows:

- Pre-school to 1<sup>st</sup> Grade: **Amanda Bannister** – [amanda.bannister@sascolts.org](mailto:amanda.bannister@sascolts.org)
  - 2<sup>nd</sup> to 3<sup>rd</sup> Grade: **Judy Thomas**- [judy.thomas@sascolts.org](mailto:judy.thomas@sascolts.org)
  - 4<sup>th</sup> to 5<sup>th</sup> Grade: **Romana Wendenon**- [romana.wendenon@sascolts.org](mailto:romana.wendenon@sascolts.org)
  - 6<sup>th</sup> to 8<sup>th</sup> Grade: Online learning is done through the middle school teachers, using Google Classroom.
3. All videos must be turned on for class meetings. All students must be dressed in appropriate clothing and sitting at a table or desk to be involved in class. Student's full faces must be visible to the instructor. All Zoom meetings will be recorded for the safety of our children and staff.
  4. Students may be muted while the instructor is speaking or video is on.
  5. We ask that any background noise (i.e. siblings, parents, others around the St. Ann Online Learner) be kept as quiet as possible.
  6. Parents are **NOT** to:
    - participate in the online learning session.
    - give answers to students.
    - prompt online learners to respond.
  7. Classroom rules apply to online learning.
  8. All online assignments must be turned in to the online teacher on or before the due date. If there are any issues turning in a document, students must email their online teacher immediately. Students should save all assignments in case there are any issues and assignments may need to resubmitted.
  9. In grades 6<sup>th</sup> through 8<sup>th</sup>, it is the student's responsibility to check for missing assignments on Google Classroom or to email the instructor.

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_