

Dear Lower School Families,

Please note that beginning next week on Monday, 9 March, school iPads and cables for grades 1-4 and school laptops and chargers for grade 5 will go back and forth from school to home with students. This is a proactive approach so that we can be prepared should our school have to close due to COVID-19.

Guidelines for devices at home:

- Students are responsible for overnight charging in a common family area
- Students are responsible for bringing their device to school every morning
- Cables for iPads and chargers for laptops can remain at home

We do not expect home learning with their devices at this stage, unless we need to move further with our distance learning plan. However, families are welcome to use the devices as a learning resource, but not for unrelated entertainment based applications.

In preparation for a possible school closure, the students have spent time in classes this week practicing using Google Meet, an app which allows the teachers to virtually meet with their students. This will be one of the primary sources we would use to connect teachers and students. The students would also use apps they are already very familiar with such as Mathletics, Raz-Kids, Seesaw, Google Docs and Google Classroom.

Please review the Agreement below with your child. This document guides the appropriate device usage procedures for school and at home.

All students at ISH are expected to:

Be Responsible

- use their school provided accounts for school related communication and work only.
- ensure that any damage or faults with school devices must be immediately reported.
- only install approved software/apps that will not impede the school device's proper functioning.
- only post images or videos online containing other students or teachers with their (or their parent's) express permission.
- keep school devices safe and secure at all times.
- know that, in certain situations, the school has the right to access their Google Suite account.

Be Respectful

- use school devices as instructed by teachers and only for work related to their learning.
- acknowledge the school's need to protect its network with security measures, and will not use any software or tools to damage these measures.
- only use, view or post legal and school appropriate content.
- abide by the Policy on Academic Honesty and acknowledge all their sources of information

Please know we are well prepared based on the challenges other schools have faced in the past couple months. Thanks to everyone in our community for your continued patience and support.

Practicing this routine will allow our students to feel comfortable and prepared should we need to move further with our distance learning plans.

Technology-related problem or issue, please contact

Coach Stokes stephens@ishelsinki.fi

Pasi Hakkarainen pasih@ishelsinki.fi

Further resource: [Managing Technology at Home](#)

Thank you

Sharyn Skrtic

Lower School Principal / PYP Coordinator