



O.R.E.O Remote Learning

Objective Responsibility Expectation Organization

At times, we will encounter unexpected and extraordinary situations that disrupt on-campus learning and require partial or full school closure. In such circumstances, KIS is committed to provide a quality online learning experience during the extended school closure in the form of Remote Learning. Faculty, students, and parents will need to work together to ensure the success of our remote learning experience. Intentional planning by our dedicated faculty, student motivation and self-regulated learning behaviors, and strong parent support for the remote learning instructions will contribute to a quality online experience and continue to expand student growth in all aspects. Employing a **synchronous and asynchronous learning model**, as a community of learners, shared expectations of roles and responsibilities for our remote learning program are outlined as follows:

TEACHERS

Objective

- Specify clear objectives and learning outcomes for each lesson and share them with students and parents on ManageBac

Note:

- Continue to use Daybook to record day-to-day student issues and/or student commendations
- Avoid setting additional homework when possible!

Responsibility

- Address the wellbeing of your students and monitor their academic progress
- Take attendance daily
- Ensure students are clear on the task requirements and due dates
- Provide timely and targeted feedback to support learning
- Collaborate with your team-teaching partner
- Communicate with parents, as necessary

Expectation

- Be available throughout the scheduled class time
- Follow [KIS Google Meet Video Conferencing Teacher's Guide](#)
- Communicate instructions and assignments **only via ManageBac**, our online learning hub
- Record 'Live Lessons' and post video links on ManageBac

Organization

- Organize time with intentionality for students to collaborate, ask questions, clarify confusion, and receive feedback
- Leverage tech tools for content delivery, discussion, interaction, collaboration, differentiation, and personalized learning
- Collect some form of evidence of student learning from each Live Lesson

STUDENTS

Objective

- Know subject specific lesson objectives, learning outcomes, and assignments posted on on ManageBac to gain an overview of the virtual school day
- Be clear on the key **success criteria** before you tackle your learning

Responsibility

- Participate actively in 'Live Lessons'; engage with tasks to construct and demonstrate skills, knowledge, and understanding
- Monitor your learning to meet expectations and submit work on due dates
- Contact teachers proactively if there are obstacles in completing tasks

Expectation

- Attend and participate 'Live Lessons', following [norms and expectations](#)
- Collaborate and support your peers in their learning
- Do your best to complete assignments in accordance with the provided timeline and/or due dates
- Engage in all learning tasks with integrity and academic honesty

Organization

- Work in a comfortable and quiet space
- Keep learning materials and equipment nearby
- Reflect on what you have learned and questions you still have
- Analyze what went well and what didn't go well for today's learning
- Ensure own social and emotional balance by keeping healthy habits

GUARDIANS

Objective

- Help your child understand lesson objectives and learning outcomes of their tasks posted on ManageBac as required

Note:

- Teachers will communicate to students through ManageBac

Responsibility

- Engage in conversations on posted learning engagements and learning experiences
- Check in with your child about the work they have completed and ensure they sleep at a reasonable hour
- Monitor your child's ManageBac assignment calendar and support them in submitting assignments according to the established deadlines as required

Expectation

- Ensure your child attends Live Lessons
- Expect your child to complete tasks and assignments on time with their highest level of effort
- Check communications (email, SMS, ManageBac messages) and reply to emails from the school in a timely manner - if applicable
- Set rules around your child's social media interactions

Organization

- Provide a well-equipped learning space (quiet place, good internet speed...)
- Be familiar with ManageBac and support their learning (e.g. find scheduled daily class, lesson details, instructions...)
- Remind your child to ask questions in class or to email their teacher(s) if they have questions or if you need extra help or support



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