



SIMCOE MUSKOKA CATHOLIC
DISTRICT SCHOOL BOARD

Expectations for Secondary Hybrid Learning

Over the past few months our students and staff have adjusted to a new way of learning both in class and online. Regardless of whether a student is learning face-to-face or virtually, it is important that a safe, inclusive, respectful and faith-filled environment is maintained at all times. We would like to highlight some important information and expectations, which must be followed by all students, staff, and parents/guardians.

Appropriate Behaviour for Students

Students (in-class and virtual) are expected to:

- Review the Board's [Acceptable Use of Information and Communication Technology Policy - LE-25](#)
- Participate in classroom instruction and activities, and follow established rules and routines regardless of the mode of learning (e.g., be on time, have learning materials ready, homework completed).
- Be punctual - daily attendance will be taken and all students who are not on time will be marked as late and parents will receive a notification
- Dress appropriately and respectfully. Students participating virtually are not expected to wear a uniform, but school dress code policies will be in effect, e.g., appropriate dress for "civvies day"
- Respect the privacy of classmates and staff: students are not permitted to video record or take screenshots in the classroom environment (in-class or on-line) without permission. The privacy of all students must be maintained at all times.
- Close video conference sessions once the teacher has left and is no longer monitoring the class.
- Keep personal login information private - virtual learning environments are intended only for those individuals who have been invited to participate by the classroom teacher
- Use Board-issued technology for education purposes only. All content including homework, correspondence, project work, downloads and any other documentation are considered to be the intellectual property of the Board.
- Find a learning space that is free from distractions. Virtual learners must also choose a learning space free of personal artifacts and attire that would not normally be shared with teachers and peers, this includes private spaces such as bedrooms and bathrooms.
- Failure to adhere to these guidelines could result in disciplinary action including (but not be limited to): restriction and/or denial of access to the Board's networks; contacting appropriate legal authorities if there is suspicion of illegal activities; and consequences as outlined in the Board Code of Conduct, e.g., suspension or expulsion.



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Guidelines for Parents/Guardians

Parents/guardians should be aware of the following:

- The school office must be advised of a late attendance or absence for both in-class and virtual learners;
- The teacher is the person of authority in the classroom and is responsible for establishing and maintaining class order and management;
- Voicing concerns/feedback about learning content or classroom proceedings using the chat feature or on social media is inappropriate. Any comments should be addressed privately with the teacher.
- Video/audio recording of classroom lessons or taking pictures is strictly forbidden in order to protect the privacy of students and staff.
- Under no circumstance during synchronous live teaching will a parent or guardian interrupt the proceeding of the classroom. As outlined in the *Education Act s.212 (1)*, 'it is an offense for any person to wilfully interrupt or disquiet the proceedings of a school or class.'

Transitioning Between Modes of Learning

The ability to transition between in-class and virtual learning and respond quickly to partial or full school closures will be beneficial for our secondary students during this pandemic. Upon request schools will be able to provide our families with some flexibility so that students can maintain a continuity of learning when unforeseen circumstances arise.

However, we are asking all families to make a **firm commitment to either virtual or in-class learning**. Requests for a change from one mode of delivery to the other must be made in writing in consultation with the classroom teacher and with approval of the school principal. Our schools must be able to accurately track where students are and how they are participating in their class. We cannot have students making frequent changes between modes of learning, i.e., deciding to learn from home one day and attend in-class the next.

Please note attendance will be taken daily and regardless of the delivery model (virtual or in-class) absences will be tracked and communicated with families, as per our usual practice.