

## Richmond Transitional Learning Model K-7: Information for Parents/Guardians

As we plan for return to in school instruction, the Richmond School District recognizes the unique circumstances of families and the challenges of returning to in school instruction at this time. Thus, the Richmond School District has created a Transitional Learning Model for K-7 for those families who need more time at home. The main goal of this program is to have students transition back to their home school at three entry points (see below).

The Richmond Transitional Learning Model will:

- Keep students enrolled in their existing school
- Have clear structures for engagement and parental involvement
- Begin on September 21
- Build confidence in returning to face to face learning through connection with the home school principal and staff
- Provide the option for students to return full time to their school at defined points in the year
- Provides opportunities for parents to attain skills and tools to support home learning

<b>Program Sample Schedule</b>					
	Monday	Tuesday	Wednesday	Thursday	Friday
8:45 – 9:45	30 -60 minutes of online full class instruction via videoconference				
9:45 12:00	Learning activities to be completed with parent/guardian support as needed. Small group online videoconferences scheduled with teacher daily. Snack/movement break as needed				
12:00-1:00	Lunch and play time				
1:00-2:00	30 -60 minutes of online full class instruction via videoconference				
2:00-2:45	Learning activities to be completed with parent/guardian support as needed.				
	Small group videoconferences with the teacher for check ins and support before day end	Parent Support Time with the teacher and/or school administration	Parent Support Time with the teacher and/or school administration	Small group videoconferences with the teacher for check ins and support before day end	Parent Support Time with the teacher and/or school administration

Richmond Transitional Learning Model K-7		
Student Responsibilities	Parent Responsibilities	Teacher Responsibilities
<ul style="list-style-type: none"> <li>○ Attend all videoconferences (ie Zoom) according to the schedule set by the teacher, such as the example provided above</li> <li>○ Come prepared to videoconference “classes” with materials for learning as set out by the teacher</li> <li>○ Engage with and complete assignments/learning activities</li> <li>○ Submit documentation of learning activities to the digital portfolio</li> <li>○ Engage with the teacher and classmates during videoconferences</li> <li>○ Ask the teacher for help and support as needed</li> </ul>	<ul style="list-style-type: none"> <li>○ Help your child log in and out of videoconference calls on time daily. There will be morning and afternoon videoconference times for both large and small group learning that your child will be expected to attend</li> <li>○ Support your child with learning activities when they are not on videoconferences with their teacher</li> <li>○ Provide a space in your home where your child can engage in videoconferences without distraction</li> <li>○ Provide a space in your home where your child can work on learning activities without distraction</li> <li>○ Help your child with time management and to take breaks as needed</li> <li>○ Ensure your child completes and submits their assignments and activities to their digital portfolio</li> <li>○ Help your child upload samples of their work to their online portfolio</li> <li>○ Communicate reasons for missed attendance to the teacher prior to the beginning of virtual classes</li> <li>○ Engage in Wednesday and Friday afternoon Parent Support time with the teacher</li> </ul>	<ul style="list-style-type: none"> <li>○ Provide learning activities for all areas of the curriculum for the grades assigned</li> <li>○ Provide formative and summative assessment for all areas of learning</li> <li>○ Use the Scholantis Class Page and Portfolio tools for home-school communication</li> <li>○ Take attendance for each videoconference call. Communicate unexplained absences to the child’s home school</li> <li>○ Provide learning activities as outlined in the sample schedule.</li> <li>○ Engage with parents regarding student progress at regular intervals</li> <li>○ Provide parent support on Wednesday and Friday afternoons, in large or small groups, and at times with the school principal or other staff to provide connection to the school</li> </ul>
<ul style="list-style-type: none"> <li>○ Transitional learning will be available until January 29, at which time we anticipate the great majority of students will have returned to in person learning at their home school. The school district will reassess options for the anticipated small number of students at that time.</li> <li>○ Please understand that the teacher assigned in September may not be the same teacher for the duration of transitional learning</li> <li>○ Please understand that your child may be in a virtual class with students from another school and/or in different grades than your child</li> <li>○ <b>Parent Support:</b> Built into the program is an intentional connection to parents so that they can learn tips, practical advice and methods to help enable them to support their children at home. Parents will need to dedicate substantial time for support and guidance. This portion of the program allows teachers to liaise with parents and to provide support and guidance for the home learning portion.</li> </ul>		

Re-entry dates for in school learning will be;	With one week’s notice provided by;
October 13	October 6
November 16	November 9
February 1	January 25