

Learning At Home Etiquette Agreement

This set of guidelines is intended to promote and support a positive remote learning environment. The guidelines illustrate a digital citizenship practice that promotes the Pembina Trails' mission, values and beliefs. Together, we can Accomplish Anything!

Mission:

Pembina Trails is dedicated to educational excellence through challenging and enriching experiences for all, in a safe and caring community.

Vision:

Students will be personally and intellectually engaged in learning. They will acquire the knowledge and skills to meet the demands of modern society and become good, productive global citizens.

We are committed to our learners, please read our full [A commitment to our learners](#).

Three expectations for student learning

These expectations focus the work and decision-making of Pembina Trails staff:

1. All students in Pembina Trails will be personally and intellectually engaged in their learning at school.
2. By the end of grade 8, all students will meet the provincial curricular standards in literacy and numeracy, allowing them the greatest possibility for success in high school.
3. All students in Pembina Trails will graduate from high school.

In Pembina Trails' Online Learning:

Students will:

- attend to morning and afternoon class meetings on time and be prepared for learning.
- ensure they have completed the pre-class preparation work to be ready to learn.
- ensure they know how to access assigned learning tasks to prepare for the next class.
- access resources and programs that relate to student learning.
- be aware of self and others when communicating.
- pause before responding or asking questions to allow time for thinking and collaboration.
- ask clarifying questions so ensure full understanding of the learning intentions of the lesson.
- listen carefully to others and ask good questions.
- ensure microphones and video are turned off when not speaking and will do so when instructed by the teacher.
- use the 'raise hand feature' to indicate that they would like to ask a question and/or contribute to the discussion. Students will wait until called on.
- use the reaction buttons to encourage classmates.
- turn off notifications from email and social media to limit distractions.
- shut down smartphones to prevent distractions during online, teacher-led instruction.

- move items that have personal information out of the camera range to protect privacy.
- use electronic devices and technologies ethically and appropriately.
- preserve the privacy of classmates and will not capture or distribute digital media (photos, images, videos) of individuals or groups.
- respect the diversity of all classmates regardless of their race, culture, ethnicity, religion, gender, sexual orientation, age or ability and express themselves with respectful and inclusive language and behaviour.
- exhibit behaviour that avoids all forms of intimidation, harassment and discrimination.

Parents/Guardians will:

- provide an appropriate place for students to learn and work at the remote location, including the provision of a place for students participating in learning free from distractions.
- ensure that children attend regularly and punctually.
- monitor and support their child's attending to the student timetable.
- monitor their child's engagement and the completion of the required independent work.
- encourage independent learning and work and provide support to their child as needed depending on the age of the student, the task at hand and a student's ability to work independently.
- remind students when joining class their microphones and video is required to be turned off until instructed to do otherwise.
- remind students that when online with their class, to use the 'raise hand feature' and wait until called on.
- promote the ethical and appropriate use of electronic devices and technologies.
- contact the teacher regarding their child's needs (academic, social, emotional and behavioural) through email.
- understand that teacher responses to parent emails will occur in a timely fashion outside of teacher-led learning time.
- preserve the privacy of the classroom by not capturing or distributing digital media (photos, images, videos) of individuals or groups.

To acknowledge that you have read and understand the expectation for Online Learning Etiquette, please sign below and return, by email, to your child (ren)'s teacher.

Student Signature

Date

Parent/Guardian Signature

Date