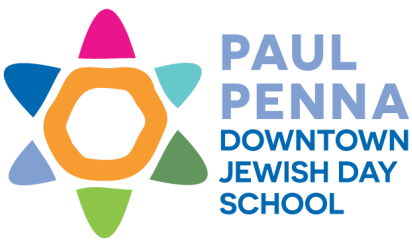


Distance Learning Policy (2021-2022)

Table of Contents:

Introduction	2
Distance Learning	2
Digital Learning Platforms	5
Synchronous Lessons	5
Conclusion	6



Introduction

Paul Penna Downtown Jewish Day School is committed to working with our families to support the educational choice that meets their needs in the context of a global pandemic. PPDJDS has made digital learning available to students who are moving between in-school and distance learning for a variety of reasons.

For the purpose of this document, distance learners are defined as:

- Students whose families have made the decision to learn from home for a longer term period.
- Well students who are required to learn from home for a period of time.

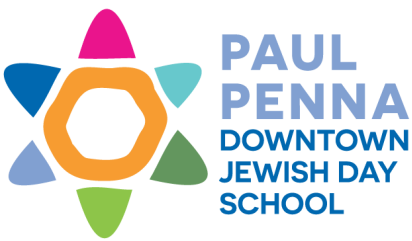
The purpose of this Distance Learning Policy is to communicate how learning will take place when a student is a distance learner. The following guiding principles were taken into consideration when designing the Distance Learning Policy:

- Maintaining the integrity of classroom learning while allowing distance learners to access in-class learning as much as possible.
- Striving to maintain a sense of community within classes and throughout the school.
- Fostering student independence during both synchronous and asynchronous learning time.

Distance Learning

Distance learning for students is available when:

- A sick child is no longer symptomatic, but is waiting for 24 to 48 hours to return to school
- An unvaccinated child is waiting for a sick sibling's COVID test results to return



- A planned extended absence from school has been approved by an educational school administrator
- The student has been mandated by public health to isolate for 10 or 14 days. This may include when:
 - A student has had a positive COVID test
 - An unvaccinated student's sibling is in isolation
 - A student has had an exposure to COVID outside of school
 - An unvaccinated student has traveled outside of Canada

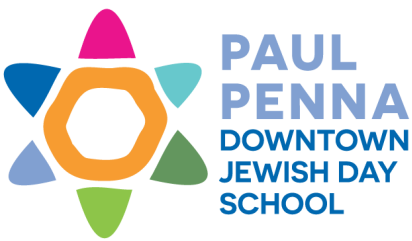
Distance learning is not available this year when as student:

- is unwell and requires a day off from school to rest, recover and get a COVID test where needed
- requires a short absence from school because of appointment
- is tired or has woken up late
- is away for a long weekend
- is on vacation

Elementary classes will have a schedule that allows students at home to connect to the classroom in a synchronous manner each day. This schedule can be found on the class digital learning platform, Seesaw for SK-1 and Google Classroom for Gr. 2-5. The schedule will include two synchronous Core lessons and one to two synchronous Hebrew lessons each day. Grades 2-5 will have one synchronous French lesson each week.

Middle school schedules will be developed based on an assumption that all learning will be available online in all academic periods. Please note, the distance learning schedule is a 'living document' and is subject to change.

In the event that a teacher is away, synchronous digital learning may not be available. This information will be communicated to families by the school. Classroom materials will be available for asynchronous learning on the classroom digital platform.



Distance learners can begin their digital learning at the beginning of the first morning period scheduled on the distance learning schedule. Students who are learning from home should be rested and well, in order to participate fully and take their learning seriously. **If a student will be learning digitally, parents or caregivers should notify the school office schooloffice@djds.ca by 8:00 a.m.**

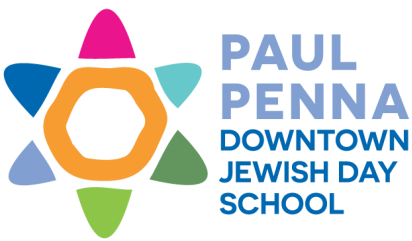
If there is a technical issue regarding a Zoom link or connection, please call the front office at **416-928-3537** or email our IT Educator at lisacharow@djds.ca. This is the most efficient way to communicate a problem, as teachers do not check their email when they are teaching or working with students in the classroom. While teachers will adhere as closely as possible to the posted synchronous lesson times, these times may not be exact. *Please wait at least 5 minutes before contacting the office or IT Educator.*

Students learning from home for more than 10 full days will have a personalized weekly schedule that includes exclusively digital sessions with classroom teachers.

When students are learning from home, they will attend their scheduled lessons synchronously via Zoom. They will then be expected to complete follow-up work independently. When possible, teachers or other classmates may be available online for support.

Work that can not be completed independently will be reviewed by a teacher when a student returns to school, or during meeting time for students who are away longer.

In the event that the whole school moves to a fully digital environment, a different schedule will be put into place and this will be communicated to families.



Digital Learning Platforms

Paul Penna Downtown Jewish Day School will use Seesaw (SK-Gr.1) and Google Classroom (Gr. 2-7) to organize and streamline the management of our classes and assignments. An overview of Seesaw for parents can be found [here](#). An overview of Google Classroom for parents can be found [here](#).

Each class has a Digital Schedule posted in their respective digital learning platform. This schedule is a living document which is subject to change. Teachers will strive to adhere to the schedule, however there may be circumstances that cause it to change. The schedule contains the needed Zoom links for different periods of each day.

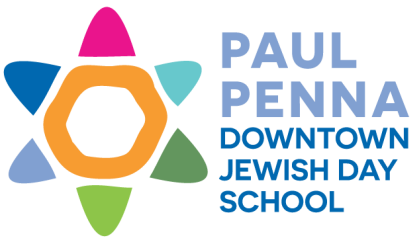
The digital learning platform also contains instructional materials to support synchronous and asynchronous learning from home. These materials are organized by subject (Core, Hebrew or Specialist) and by week. Parents and caregivers should print these materials in advance so that the student is able to fully participate in the lessons.

Synchronous Lessons

Synchronous learning will take place using the video-conferencing tool, Zoom. It is important to note that students must be signed into their DJDS email accounts to use our Zoom links. Please see the “Signing In with DJDS Account” section of the [Zoom Handbook for Parents](#) for instructions.

Guidelines for using Zoom include:

- Students should be prepared for a day of learning as if they were attending school in person.
- Student cameras must be turned on and their proper names displayed.
- Students may choose to use headphones.



- As live video-conferencing can create privacy concerns for our teachers and students, parents and caregivers should refrain from observing live, synchronous learning sessions. These lessons may not be video recorded.
- Only students should interact with the teacher or other students during synchronous lessons. Parents, caregivers or other individuals should not communicate with teachers via audio or Zoom 'chat' during this time.
- If a younger student needs support connecting to a Zoom link, please assist and then leave the student to participate in the lesson independently. This will allow them to develop important independent learning skills.
- Please note, the teacher will be responsible to start and stop the Zoom session based on their professional judgement.

Conclusion

If there is a technical issue regarding a Zoom link or connection, please call the front office at **416-928-3537** or email our IT Educator at lisacharow@djds.ca. These are the most efficient ways to communicate a problem, as teachers do not check their email when they are teaching or working with students in the classroom. While teachers will adhere as closely as possible to the posted synchronous lesson times, these times may not be exact. *Please wait at least 5 minutes before contacting the office or IT Educator.*

We thank you for your patience and understanding.