



SMUS Remote Learning Plan

Middle School Student Guide

This document is intended to provide students guidance in how to be successful in your remote learning experience. This document is a Middle School specific document. It serves as a companion document to the school-wide SMUS Remote Learning Plan Community Guide. Please review the expectations for Google Meet communication that is provided at the end of this document.

TAG

- ▶ Takes place every day at 9 am.
- ▶ It will provide you with the opportunity to connect with your TAG group and will enable you to get organized for the day's learning.
- ▶ You are expected to sign into TAG each morning at 9 am via Google Meet.
- ▶ Your Google Meet nickname for TAG can be found in the Middle School Google Meet Nickname document that has been emailed to you.

Daily Lessons

- ▶ Every day you will have four daily lessons.
- ▶ The schedule for the daily lessons will be provided in the *Week at a Glance*, which will be emailed home to parents and students prior to the beginning of each week.
- ▶ The lesson content and descriptions will be provided by teachers in Google Classroom.
- ▶ These lessons are to be completed every day at a time that works best for you and your family.
- ▶ Each lesson, from instruction to completion of work, should take approximately 50 minutes.

Video Conferencing (Google Meet)

- ▶ Teachers will be available for video conferencing via Google Meet.
- ▶ The schedule for teacher availability will be provided in the *Week at a Glance*.
- ▶ Review your schedule and make sure you know when you will be required to Google Meet with your teachers.
- ▶ You must attend all yellow sections on the video conferencing schedule.



Video Conferencing (Google Meet) (continued)

- ▶ All other times are optional, but you are encouraged to take advantage of these opportunities to connect with your teachers and also access tutorial support.
- ▶ Google Meet nicknames for specific subjects can be found in the Middle School Google Meet Nickname document that has been emailed to you.

Enrichment Lessons (Additional Program Opportunities)

- ▶ Teachers of Mandarin (Grade 7 and 8), art, ADST, choir, computer science and library will provide weekly lessons that are meant to be enriching supplemental offerings.
- ▶ Lessons will be posted in Google Classroom for each of the enrichment subjects.
- ▶ These lessons are optional, but you are encouraged to attempt a number of these lessons so that you can continue to build upon your experiences in the subject.

Tutorial Lessons

- ▶ Tutorials are a time when you can connect with a teacher, typically your grade lead teacher, via Google Meet and receive extra help or get clarification on any matters related to remote learning.
- ▶ Make a note of any questions or problems you are having during your online learning day so you can make use of the extra help sessions.
- ▶ Google Meet nicknames for the tutorial teacher and times can be found in the Middle School Google Meet Nickname document that has been emailed to you.

Online Behaviour

- ▶ You have recently signed the school's SMUS Student Remote Learning Agreement. You are expected to uphold the expectations and behaviours that were clearly outlined.

Communication with Teachers

- ▶ You are encouraged to use the video conferencing times to communicate with teachers. This is a time to hear explanations, ask questions and engage in discussion.
- ▶ If you wish to receive further support from your teacher, you are welcome to connect with them via Google Classroom or email.
- ▶ Teachers will respond to you in an appropriate amount of time and will be expected to assist individual students when and where necessary.



Communication with Student Support Teachers

- ▶ Within the weekly video conferencing schedule, you will see opportunities to connect with teachers, such as Ms. Peace, Ms. Harris, Ms. Vachon or Mr. Brambley, and are encouraged to take advantage of these offerings.
- ▶ You are also welcome to reach out to these teachers via email if you have any specific questions or concerns for them.
- ▶ Students with Individualized Education Plans will also have daily opportunities to receive additional learning support from our Student Support Teachers.

Uniform

- ▶ You are not expected to be in uniform for online learning sessions.
- ▶ You are expected to be dressed for the day and appropriately for learning.
- ▶ As a general guideline, attire that is worn to school on our service days will be appropriate.

Punctuality

- ▶ It is important that you are on time for all video conferences.
- ▶ In order for the teacher to facilitate a meaningful lesson for all students, students must arrive on time so there is not a constant disruption to the class.

Subject Cohorts and Google Meet Nicknames

- ▶ You can find your subject cohort, Humanities 6-01 as an example, by looking at your timetable on SDS.
- ▶ You can go into Google Classroom for a specific subject and it will be placed at the top of their subject page.



Middle School Student Expectations for Google Meet

- ▶ A time to connect and be with each other.
- ▶ A time for students to ask questions about their school work and learning.
- ▶ A time for classroom discussion.
- ▶ A time for supporting instruction.

What You Need to do Before the Google Meet Session:

- Prepare your workspace – find a spot where you won't be distracted and you will easily be able to type and talk.
- Make sure you have your classroom code.
- Make sure your microphone and camera are working.
- If possible, use headphones with a microphone, as this cuts back on background noise.
- Turn off your microphone.

Once You Have Signed on to Group Meet:

General Rules

- Once you have signed in, do not use the chat function until directed to do so by the teacher.
- Chat function is for educational purposes therefore chat messages are to be related to the topic, respectful and appropriate.
- Only the teacher can mute other students; please do not ever mute anyone else's microphone.
- Only the teacher can remove a student from the class.

How to Participate in Online Discussion:

- If you have a question, type a 'Q' in the chat box and wait for your teacher to call on you.
- When called upon, turn on your microphone and when you are done speaking, mute your microphone again.
- If the teacher asks a question and you have an answer, type 'A' in the chat box and wait to be called upon.
- If you simply want to type your question or answer as a chat you can do this.
- Just like in the face-to-face classroom, build upon what other students are saying by referring to their responses in your answer.



Assessment Rubric for Student Participation in Google Meet

	Emerging	Developing	Proficient	Exceeding
Behaviour and Conduct	<p>Student is late joining in on sessions.</p> <p>Student has not chosen a work space that is conducive to online learning.</p> <p>Student frequently makes comments that are not related to the topic.</p>	<p>Student is most often on time for the sessions.</p> <p>Student has chosen a space that is slightly not conducive to online learning.</p> <p>Student sometimes makes comments that are related to the topic.</p>	<p>Student is on time for the sessions.</p> <p>Student has chosen an appropriate workspace.</p> <p>Student's comments are on topic.</p>	<p>Student is always on time and prepared for the online sessions.</p> <p>Student has chosen an appropriate workspace.</p> <p>Student's comments are always on topic.</p>
Content	<p>Student does not ask questions.</p> <p>Student does not provide answers.</p> <p>Student does not make comments.</p>	<p>Student asks a few questions.</p> <p>Student gives a few answers.</p> <p>Student makes a few comments.</p> <p>Questions, answers and comments may be off topic, very brief or vague.</p>	<p>Student asks questions.</p> <p>Student provides answers.</p> <p>Student makes comments.</p> <p>Questions, answers and comments are on topic.</p>	<p>Student asks questions.</p> <p>Student provides answers.</p> <p>Student makes comments.</p> <p>Questions, answers and comments are on topic, refer or build upon other student's contributions and add to the classes' understanding of the material.</p>