

Lower School Learning Expectations For Virtual Learning

Whenever possible, grade levels (PK3-5th) will communicate weekly plans through FACTS (5th Grade), email, and/or Google Classroom prior to an extended period of virtual learning. Assignments will be posted on Fridays if virtual learning lasts beyond one week. During the time of virtual learning, teachers will reach out to parents on a daily basis (Monday-Friday) to check in on students and families and to see if anyone has questions regarding the assignments. Teachers will primarily use email to contact parents.

Who to Contact

All Pinewood Preparatory School faculty, staff, and administrators will be available during periods of virtual learning. Parents can contact anyone with questions via email.

Questions about a particular assignment	Your child's teacher
Login issues with FACTS or Google Classroom	Email Aimee Soyka or Marisa Patton
Additional support for your child	Anna Bright Guidance Counselor Brendan Diffley Director of Guidance and College Counselor Rhett Frampton Head of Lower School

Current Technologies

Below are the current technologies our faculty will be using.

FACTS - <https://pw-sc.client.renweb.com/pwr/>

Google Classroom - <https://classroom.google.com/h>

Google Hangouts Meet - https://meet.google.com/_meet

Middle School and High School Learning Expectations

For Virtual Learning

Teachers will post a weekly plan on FACTS (for parents) and Google Classroom (for students). This plan will include an overview of assignments and office hours availability. Plans will be updated and new plans posted weekly on Fridays.

Teachers will primarily use email and Google Hangouts Meet to contact parents and students as needed.

Students are expected to check their school email and Google Classroom daily.

Each week students will be required to watch all recorded video instructional lessons for every class they take. Teachers will record a minimum of 2 lectures per week. Students will sign in to Google Classroom for all assignments and recorded lectures.

Students will be expected to attend Advisement on Google Hangouts Meet.

Students and parents will receive a schedule of faculty office hours as well as a suggested schedule for students to follow for virtual learning. This schedule will include the Advisement times.

Students are expected to submit assigned work when it is due. Late and missing work will be graded according to outlined expectations for each class (i.e. students may receive a zero for work that is not submitted according to due dates). All rules and guidelines regarding academic work are outlined in the Middle and High School Student Handbook that is posted in FACTS Family Portal.

Who to Contact

All Pinewood Preparatory School faculty, staff, and administrators will be available during extended school closures. Parents and students can contact anyone with questions via email.

Questions about a particular assignment or class	Your child's teacher
If your child is sick and unable to complete assignments	Prior to due dates for assignments Fill out Panther Tracks Email Angie Ringley for Middle School Students Email Babette Hamilton for High School Students
Login issues with FACTS or Google Classroom	Email Aimee Soyka or Marisa Patton
Additional support for your child	Anna Bright Guidance Counselor Brendan Diffley Director of Guidance and College Counselor

Current Technologies

Below are the current technologies our faculty will be using.

FACTS - <https://pw-sc.client.renweb.com/pwr/>

Google Classroom - <https://classroom.google.com/h>

Google Hangouts Meet - https://meet.google.com/_meet