

Dear Parent/Guardian and Students,

As we transition to remote learning, IS 318 will mirror the regular schedule of the students, but with shorter periods. **Students and Teachers** will follow their **regular schedule** for continuity. A time schedule for the day is **attached**. Please open the attachment, and you will see that each period is 25 minutes. Once all classes have ended at 12:20, Students should **work independently on assignments and activities** on their own time. (We **strongly recommend** students eat lunch and then **complete any assignments** they may have **before 2:50 pm**) Teachers will be available through 2:50 pm to provide any support your child may need.

STUDENT AND FAMILY RESPONSIBILITIES

1. Students need to **complete instructional activities assigned** by their teacher within the expected timelines.
2. Students need to **participate in check-ins, discussions, and other communication mechanisms** as expected by the teacher.
3. Students need to **review teacher feedback** and **complete any follow-up activities assigned** by the teacher.
4. Families should **support students** in being successful by **establishing routines and habits** that **support their success** in the above activities.
5. Families need to **ensure** that students are **adhering to the NYCDOE's outlines** for **appropriate behavior on web enabled devices**.

Attached is also the class program if your child is not sure of their schedule for each day.

Thank you