



ALTERNATIVE/E-LEARNING DAYS POLICY

The Archdiocese of Chicago Office of Catholic Schools (OCS) recognizes that education can continue even when students and teachers are not in the same location. Alternative/E-Learning involves online or teacher-prepared lessons that students can do when away from the physical school building. Queen of All Saints will be offering Alternative/E-Learning Days for the 2019-2020 school year. These designated days will encourage student growth in the areas of self-sufficiency, adaptability and perseverance, and encourages students to take responsibility for their own learning. This policy also enforces good habits geared toward high school and college digital learning expectations.

Alternative/E-Learning Goals:

- To minimize the disruption to academic progress caused with emergency school closures by making those out-of-school days as educationally productive and engaging as possible.
- To allow students an opportunity to practice the kind of online learning that is increasingly part of both college study and workplace training.
- To maximize the use of technology as a tool for independent study.

Alternative/E-Learning Guidelines:

- Alternative/E-Learning Days are defined as days that include online instruction, independent research projects, and other document-based learning, etc.
- **Alternate/E-Learning Days may only be implemented on occasions when school is cancelled due to inclement weather or other unexpected closures.**
- The current OCS policy requires at least 180 instructional days per year. QAS may use up to 4 of these Alternative/E-Learning days in cases of school closure.
- QAS must cover the 4 core subjects (Reading/ELA, Math, Science, Social Studies) and include religion, for these designated days.
- In some grade levels, teachers will prepare a packet of learning activities in lieu of electronic assignments; teachers will distribute the packets by October 15. Families should store those packets in a dedicated space in the event of an inclement day.
- Assignments will be posted on each teacher's blog page on our school website. All assignments will be posted by 9:00 am on the Alternative/E-Learning Day. Teachers will be available to answer questions regarding the assignments via email throughout the day up until 3:00.

- Assignments are expected to be completed during the Alternative/E-Learning Day. Assignments that require direct submission to the teacher will be due when school resumes.
- It is understood that some families may not have access to the Internet at home. QAS will be flexible in those situations. Students without home internet access must inform their teacher/s by October 1 so that modifications can be made. Students without internet access will be expected to complete the work within a timeframe developed by the teacher.
- Power and internet outages are possible during school closings. However, all students will be expected to complete the assigned work. Teachers will make accommodations for the work to be completed during the school day (recess, lunch, before school, or after school). Parents will be required to notify their child's teacher in writing the day school resumes if an outage occurred in their home.
- Students will be marked as Present on Alternative/E-Learning Days. However, if the assigned work is not completed within the period of time designated by the teacher, the student will be marked absent for the day that school was closed.
- Alternative/E-Learning Days will be announced in the same manner as school closings. You will be notified via an email-blast. In addition, you may access information on our QAS website www.qasschool.org for closing information.

PARENT CHECKLIST FOR ALTERNATIVE/E-LEARNING DAYS

Before Alternative/E-Learning Day:

- ✓ Review and understand the policy
- ✓ Contact your child's teacher with any questions regarding the policy
- ✓ Confirm access to teacher blog on school website.
- ✓ Confirm student passwords needed for any on-line learning programs
- ✓ Confirm your child's teacher contact information
- ✓ If a packet is distributed, store it in a known place so that you have it on-hand

During Alternative/E-Learning Day:

- ✓ Check your child's teacher's blog for assignments
- ✓ Supervise or "check in" with your child during the completion of the work
- ✓ Email your child's teacher if assistance is needed for an assignment
- ✓ Ensure your child has completed the assignments in the subjects of Reading/ELA, Math, Science, Social Studies, and Religion

After Alternative/E-Learning Day:

- ✓ Confirm with your child those assignments needed to be directly submitted to their teacher are ready on the day school resumes
- ✓ Communicate any issue with internet access or power outage in writing to your child's teacher on the day school resumes
- ✓ Check for any emails on updates or reminders from your child's teacher