

Addendum 1
Tips and Tricks for the Learning Resource Teacher Getting Ready to Go Remote
Lessons from China and the USA

Rules of Thumb #1: Communication to Build Community

- treat this as a new school year
- work with colleagues

Consider **four guiding principles**

- a) health and safety of staff , students, and families first
 - b) Communication-use current formats (if possible), quick, transparent
 - c) Connections-student and families need to feel valued, heard, supported, ‘school’ is still the hub of community, belonging, and learning
 - d) Continuity of Learning -core areas of learning- focus in first few weeks
- send regular home communications to parents and students to ease fears and negotiate roles
 - as a school -have consistent expectations so parents are not dealing with multiple sets of teacher expectations which will frustrate families before starting
 - create SEL connections/check-ins with scheduled prompts (How are you doing, what have you done today that was fun? Why was it fun? What is your internal weather?)

Roses and Thorns Strategy

- <https://www.edutopia.org/article/simple-powerful-class-opening-activity>

Rule of Thumb #2: Create a Sense of Familiarity

- students will have a sense of comfort seeing your face and hearing your voice
- start with a communication that reassures them that familiar and fun activities are being planned for them
- the goal is to provide reassurance, support, routines and familiarity by tying things back to what you did at school, without attempting to recreate what you did at school
- Can some current classroom routines be extended into the home? If you do a morning calendar time or check in with your student, can you create a version for home? Or can some elements be done virtually at home? In a low-tech format? Could you do daily (or several times per week) announcements and activities like a read-aloud. Record these routines so children can join in if there are multiple children in the home or if the schedule does not allow.
- **Social Narrative on the Corona Virus: From Amanda McGuinness the Autism Educator**
 - thelittlepuddins.ie
- allow time for regular individual communication with your students/depending on time and tech (consider email, messaging, video check -in especially for students with significant issues transitioning)
- ensure teachers and staff know your expectations for rules of engagement with students on-line
- keep in mind: we cannot switch seamlessly to on-line learning, tackling everything we want to do given that most will have a more limited experience of learning in this medium
- give yourself and your staff time to figure out, collaborate, problem solve-it will be hard but we can set up plan to keep our students’ love of learning alive
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Rule of Thumb #3: Take the Time Needed ...for the First Few Weeks

- for the first few weeks you need flexibility and patience-everything on-line takes longer than in person
- China took 5 weeks of practice to get things up and running (would be May 4 for us)
- start with clear, simple lessons-don't introduce new programs if you can help it

Rule of Thumb #4: Consider Use of 'Asynchronous Teaching' (posting on line-when you are not there)

Teachers:

- post lessons, create recorded lessons
- respond to student work using rubrics, comments, recorded video or audio feedback through a learning platform
- most teachers have at least 3 live classes each week in addition to the asynchronous classes-builds community, engages students and makes learning more interactive (some teach daily)
- consider using choice boards <https://www.smore.com/z12ay-tic-tac-toe-choice-boards-menus>

Students/Parents:

- may need to complete work at different times (consider larger families/ less tech available)

Screen time:

- get students up, moving and away from their devices
- consider ways to create without computer if possible

Videos:

- Consider video documenting younger students completing a task orally (introduce other classmates to cat {for example}-for purpose of writing stories)
- Consider completing written work (pencil/paper) and take picture/scan and send
- Performances/plays
- Take pictures to document process of completing work or art-submit to class
- Create and cook recipes
- Conduct interviews
- Submit work through videos

Workbooks and Drawings:

- reduce screen time by using traditional formats (pencil and paper) instead of laptops

Virtual Fieldtrips/Communication with Peers

- Low tech: pen pals and snail mail
- Think, pair, share through phone calls with teacher prompts several times per week
- Field trips: www.discoveryeducation.com
- complete some tasks on paper (written assignments or drawing), take a picture of the completed work and upload photos to submit task, share with the class

Rule of Thumb #5: Getting Started on Academics

- keep in mind the current use of tech both in the schools and at home-go with what you know
- at the beginning do not focus on new material-keep it simple/review while tech issues are being worked out
- start with something that has a high likelihood of success and go from there
- start with activities that can make students feel confident and create space to focus on navigating the changes coming with working from home
- remember students will be learning about tech, problem-solving, new modes of communication, working together in new ways, as well as the learning standards