



TRINITY SCHOOL
AT MEADOW VIEW

IMPORTANT INFORMATION FOR
TRINITY SCHOOL AT MEADOW VIEW
STUDENT COMMUNITY
FOR THE START OF THE 2020-21 SCHOOL YEAR

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CLASSROOM POLICIES FOR DISTANCE LEARNING

When you are in a Zoom classroom, the following policies will be in place:

- You should be in your uniform for your Zoom meetings if you are Zooming into a class where your classmates are in uniform.
- You should be in appropriate attire according to our distance-learning dress code if your whole class or the whole school is learning at home.
- You should be seated in a chair in a reasonable environment, not lying on your bed or otherwise more casually positioned.
- Please take care that the background of your Zoom call is appropriate and not too personal.
- Attendance will be taken and you should be on time as you would be to class.
- You are expected to keep your video on during Zoom calls at all times, unless there is an emergency in the room at home.
- Avoid distracting environments as much as possible.
- Though we may be unable under most distance-learning circumstances to ask you to *serve* a detention, detentions will be issued as usual and there will be similar serious consequences for those who accumulate too many detentions, in keeping with our student handbook.

WORKING FROM HOME WHEN OTHERS ARE LEARNING IN-PERSON

So you're stuck at home for one reason or another during this time, but still able to attend to your studies. This guide will help you understand how to make the most out of a challenging situation.

- Every morning by 7:30 you will receive a Zoom link for each of your classes and any instructions your teacher wants to provide.
- Any handouts or other class materials will be posted to Google Classroom by the time class starts.
- In most cases, you should be able to watch your teachers' presentations or demonstrations on Zoom.
- In some cases, the class may be doing something that makes it very difficult to participate by way of Zoom. In those cases, you should have work from your teacher to attend to or can get a start on your homework.
- You should be on time.
- As long as the rest of your class is in uniform, you should be in uniform.
- Attendance will be taken via Zoom and you should leave your camera on at all times.
- We understand that this is a challenging situation for you and don't want to make

the situation more difficult than it is or have you worried about grades or performance.

- Be assured your teachers will not hold you accountable for those elements of the course that you didn't have a reasonable chance to participate in or perform well on.
- If you need any help, please talk with your parents and teachers and make sure they know what you need or what you are struggling with and we will work together to help you!

HEALTH AND SAFETY PROTOCOLS

Our main goals while planning this summer have been to accomplish two things we are sure you will agree with – keeping you as safe from infection as possible and keeping school open for in-person learning. While there were some nice things about distance learning, we all want to be in person!

Of course, there are no guarantees, but the following guidelines are very important in accomplishing both of those goals. The more you help us by following them, the more likely you will avoid getting sick yourself and assure that you can continue to learn in person with your friends.

While at School

- Regularly wash your hands for 20 seconds.
- When you have a chance, take advantage of the hand sanitizers supplied, especially after you may have handled something others have touched, used a door handle, etc., and before doing these things whenever possible.
- Wear your mask at all times when you are inside the school building, at any time outside when you are not able to remain 6' from your classmates, or whenever a teacher asks you to be wearing the mask.
- When you are not wearing your mask, try to store it so that it does not spread germs to others.
- Whenever you are able to do so, keep 6' of distance between you and your classmates. *Do not hug each other, shake hands, give high-fives, etc.*
- Do not share items like paper, pencils, pencil sharpeners, staplers, tissues, personal hand sanitizer containers, lunch items, snacks, etc. If you don't have what you need, ask a teacher and he or she will get you the supplies you need.
- When you must touch something that is likely touched by a large number of people, try to do so with minimal contact. Use your elbow to bump doorhandles open, use a paper towel to turn off faucets, only use the non-touch part of the water fountain, etc.
- Keep doors propped open and do not shut windows when you find them open. It's important that we circulate fresh air.

While Away from School

We know that it is important for you to spend time with your friends! That's one of the reasons we are trying to maintain in-person education. But it is also important you do so in the best possible way given our current situation. These guidelines are intended to prevent what you might have heard called a "super spreader" event. This is an event where a large number of people contract the disease because of the conditions of the gathering. (As you may have also heard, people can be contagious--passing on the virus to others--without having symptoms.) Such an event could result in the entire school needing to close for a time.

- Maintain proper social distancing and follow guidelines for wearing a mask.
- Avoid parties or gatherings where social distancing is *not* possible. Be especially careful in situations where students from multiple grades are involved.
- Try to spend as much of your social time as possible outdoors, where there is a much less likely chance of spreading a virus.

NOTE ON USE OF GOOGLE CLASSROOM FOR ALL STUDENTS

Trinity School will be starting the school year with the Google Classroom tools being made available for all students for all courses.

We have created Trinity school email accounts for all new students which will allow you to access Google Classroom. For returning students, your Trinity school email accounts from last spring are still active and will be used.

Google Classroom will be particularly important for those of you who are beginning the year with our distance learning programs. However, having these accounts and Google classes set up from the beginning of the year, will make it easier for any of you who later need to stay home to connect to your classes as soon as possible.

Your teachers may also use Google Classroom to pass out handouts or solutions, or to collect some homework assignments, in order to minimize paper transfer between yourself and your teacher.

In addition, because of our desire to follow the six-foot social distancing guidelines, your teachers may create Zoom office hours that will be linked on their Google Classroom pages to assist you outside of school hours. For now, we will not be hosting an on-campus math or Latin help.