



Expectations for Remote Learning

The Consolidated School District of New Britain is grateful for the support of our entire school community during this difficult time. Our students and staff have quickly adapted to the hybrid model of learning as we continue to navigate the situation. While we understand that remote learning days can be stressful for students and parents/guardians, it is imperative for student success that everyone involved remains positive and encouraging to the students.

Please remember that per guidance from the Connecticut State Department of Education, students are expected to attend school each day, whether they are physically in school or taking part in remote learning. On remote learning days, the expectation is that students log on during regular school hours and engage in classroom lessons and activities.

Rules and Guidelines for Participation in Live Remote Instruction

During remote learning, parents/guardians are encouraged to:

- Be present when the student logs into classes each day to assist in troubleshooting if necessary and to ensure the student is engaged and on task;
- Help ensure the student stays on schedule in attending classes;
- Help ensure the student follows all rules and guidelines established by the teacher;
- Be available throughout the day to help answer questions the student may have and encourage the student to ask content-based question to their teacher;
- Aim to provide guidance, but ensure the student does the thinking in their coursework;
- Encourage the student to be an active participant in their learning;
- Refrain from participating in virtual lessons and interacting with staff during virtual lessons except in emergency circumstances;
- Refrain from recording any sessions. This includes audio, video, or still photography. The only exception is if this is allowed because of an individual student's IEP or 504 Plan.
- Ensure the student complies with relevant CSDNB Board of Education policies and administrative regulations.



Rules and Guidelines for Participation in Live Remote Instruction

Parents/guardians who are supporting their children during remote learning must remain civil and respectful to staff, other students, and parents at all times. Importantly, parents must refrain from disrupting instruction and the education process. If a parent/guardian has a concern regarding their student's remote learning instruction, the parent/guardian should contact the teacher and/or an administrator privately, and at the end of a remote learning lesson to discuss the concern. Please know that when a parent/guardian engages in behavior that disrupts instruction, school staff are directed to immediately end that parent/guardian's access to the remote learning classroom.

While student privacy and the confidentiality of student information is of utmost importance, parents/guardians are reminded that CSDNB is not in direct control of individual homes or the physical locations of students participating in videoconferencing remotely.

More information on Board policies, including the [Policy Statement on Harassment: 4118.12/4218.12](#), can be found at www.csdnb.org.

District Recordings of Live Lessons

In accordance with the Family Educational Rights and Privacy Act (FERPA), we are notifying you that classroom lessons will be recorded and uploaded onto the server while the Consolidated School District of New Britain is in a hybrid and/or remote model. While teachers and other support staff will specifically arrange the classroom so that students are not on camera during lessons and activities, there may be times where a student inadvertently walks in front of the camera. Since the lessons are being recorded and then uploaded onto the server, this action will become part of the video.

As is the practice with our annual photo and video release, if you do not wish for your child to be recorded on video, please contact your child's school and let them know. If your child is still accidentally recorded on video during the lesson due to them walking in front of the camera, we will delete that part of the video before uploading it onto the server.

Student Expectations When Using CSDNB Devices

- Students will follow teacher/building/district policies and instructions when using technology.
- Students will be polite and considerate and use appropriate language.
- Students will report and/or help prevent any bullying, abuse, or harm of others.
- Students will tell an adult if they read, see, or access something inappropriate or if they witness inappropriate use of technology.



- Students will comply with all district filters and security measures.
- Students will use technology carefully and conserve district resources.
- Students will not share passwords, except with their parents/guardians.
- Students will use only their own Drive, files and data. They will not access another individual's Drive, files or data without their permission.
- Students will not reveal or post personal information about themselves or another person (i.e., passwords, addresses, locations, or telephone numbers).
- Students will follow copyright laws.
- Model Students Exhibit Core Behaviors that represent CSDNB's four core values of citizenship, respect, integrity and responsibility. These behaviors create a safe learning environment and reduce disruption of the educational process.