

Distance Learning Plan for Success

STUDENTS:

- Put yourself on a daily schedule to help you stay on task and be intentional with your time (see page 2)
- Wake up at least 45 minutes before classes start so that you can get ready, have breakfast, make sure you and your workspace are presentable, and make sure all of your connections/links are working.
- Check your student email before class in case there are any important instructions/announcements from your teachers or the school/district for that day
- Log in to your classes every day, on time, camera on, and ready to participate
- Attend teacher office hours if you have questions, need help with homework, or if your parents want to set up a later meeting time with the teacher
- If you are having technology issues then sign up for one of our drive-through technology help days or contact our Guidance Tech at (951) 696-1410 ext. 4596
- Schedule yourself to do 1-2 hours of homework and/or studying each day, and then make sure to stay active, get plenty of exercise (and time away from screens!)
- Use resources such as **paper.co** and Khan Academy for academic support
- Set goals for yourself. Reward yourself when you accomplish your small and big goals.
 - Example of a small or short term goal: Log in and attend every class with camera on for Monday.
 - Example of a big/long-term goal: Get at least A/B's in all classes for the semester
- Spend a few minutes every weekend planning and preparing for the coming week
- Seek help when needed. Don't give up!
- Looking for some social interaction? Check your email for information about Mr. Fravel's live meetups like "Tune-in Tuesdays!" and our WEB program "Reach-outs"

PARENTS:

- Set up your Canvas Observer and Aeries accounts so that you can monitor assignments, grades, and attendance
- Encourage/enforce the schedule on the next page if your student is struggling to keep themselves focused and on task, especially the time in school and homework time
- Talk with your student daily about school. Listen when your child is telling you about their day. Help them set goals/expectations for the day/week/semester
- Email teachers when you have questions about assignments/grades
- Make school a priority (not THE priority but maybe in the top 3-5) in your household

SAMPLE DAILY SCHEDULE FOR DISTANCE LEARNING

7:30am Wake up (30 minutes earlier if you're in Zero period)

- Grooming (brush teeth, wash face, get dress, do your hair, etc.)
- Eat breakfast, drink water or other healthy drink

8:00am Check your workspace

- Make sure your space is presentable (bed made, nothing distracting/embarrassing in your background, etc.)
- Make sure your device(s), links, connections are all working properly
- Check your email for any important updates from the school or teachers

8:25am Click on your first class of the day in Canvas

8:30-11:45am/12pm - Turn on your camera and participate in classes

- Use your break at 9:35am or 10:35am to use the restroom, grab a quick snack, stretch

11:45am -12:20/12:30pm - Lunch time

- Take a break away from screens, have lunch, sit outside

12:20/12:35pm - 2:15/2:45pm - Teacher Office hours and Homework time

- Meet with teachers to ask questions, get help with assignments, or to set up conference with parents. Check with your teacher for their specified office hours.
- Spend 1-2 hours on homework per day

2:15/2:45 - 5pm Free time

- Get some sun and exercise
- Give your eyes a rest and stay away from screens/devices for a while

5-6pm - Dinner/Family time

- Catch up with each other about your day
- Share what you struggled with today
- Share what small and big victories/positives you had today. What are you grateful for?
- Anything funny or interesting happen in virtual classes today?

6-7pm - Last touches on homework, studying/preparations for school tomorrow

7-9pm - More free time!...Play, family time, etc.

9-9:30pm - Get ready for bed

- This is a good time to try some mindfulness, even if only for a minute or two. Apps like "Calm," or the TMS Counselor "Virtual Calm Zone" are good guides to your mindfulness practice
- Wind things down, turn down noise, lights, devices off (unless you're using it for mindfulness 😊), etc.

9:30pm - Bed time - get a good 8-10 hours of sleep