



Remote Learning Plan Overview

The purpose of this document is to outline the actions and approach GEMS Millennium School, Sharjah will put into action in the event of a school closure. We will continue to offer an effective and outstanding education through a Remote Learning Plan (RLP).

In conditions of school closure, our commitment is to provide an alternative means of education in the form of a Remote Learning Plan. The RLP outlines the experience that students will have when students are unable to attend school physically because of campus closure. While an RLP cannot replicate onsite learning, our teachers can deliver powerful instruction that allows students to meet expected standards in an online environment.

The success of our RLP requires a true partnership. Firstly, our dedicated teachers will commit to careful planning, maintaining an online presence, and providing regular feedback. Our students will need to bring motivation, presence and engagement to each session and subsequent online work. Lastly, our families will need to support this alternative mode of instruction in the home environment. The result of such learning experiences will continue to support students' academic progress and will be mindful to attend to student social and emotional well-being.

While this is a challenging time of uncertainty and change, these circumstances also provide an opportunity to explore innovative learning opportunities for our students. Our learners are equipped with learning dispositions and mindsets that allow them to be flexible in their learning. Our infrastructure and faculty is prepared to support our learners. Our students are exceptionally committed and will rise to any occasion set before them. We at GMS are well-prepared for this challenge and will work tirelessly to ensure that there is continuity and support for our community.

Leadership Expectations

GMS leaders set the tone and model what is expected for every member of our learning community. Administrators' daily support and on-line presence and responsiveness are essential.

Roles and Responsibilities

As leaders, our job is to rise to any occasion or need from our learning community.

- Develop, monitor and adjust divisional plans for remote learning.
- Share the RLP with the student and parent community.
- Communicate with faculty/staff and parents on a daily basis.

- Support faculty/staff and parents during the RLP.
- Ensure effective implementation of RLP and accountability to student learning.
- Monitor staff and student attendance through the support of the divisional secretary and act upon regular absences to ensure staff and students are engaged in the remote learning expectations.
- Support with any technical issues that may arise with the online platform My Learning being used through our IT Support Team.
- Respond to emails in compliance with our norms of no more than 24 hours.

Teacher Expectations

As a full-time teacher, we are prepared to maintain our high expectations for professionalism and conduct. As a result, we have outlined the school-wide expectations for teachers below. There may also be division specific guidelines below.

School-wide Teacher Expectations

- Document parent outreach in My Learning / emails system regularly.
- Deliver lessons per CBSE board expectations.
- Communicate Learning Objectives and describe Learning Activities.
- Provide Assessments/Feedback/Interactions as per school agreement to support students' learning.
- Track students' daily achievement and progress.
- Connect with students on a daily basis via My Learning / emails.
- Assign meaningful work that is personalized to students' needs.
- Collaborate with other members of your team or department to design remote learning experiences for student learning during your scheduled or agreed upon collaborative planning time.

Parent Expectations

With the transition to remote learning, parents, in partnership with teachers will need to think differently about how to support their children; how to create structures and routines that allow their children to be successful; and how to monitor and support their children's learning. Some students will thrive with remote learning, while others may find it challenging as this is a new way to access the curriculum. The guidelines provided below are intended to help parents think about what they can do to help their children find success in a remote learning environment.

- Establish routines and expectations.
- Define the physical space for your child's study.
- Monitor communications from your children's teacher(s).
- Take an active role in helping your children process and own their learning

- Establish times for quiet reflection.
- Encourage physical activity and/or exercise
- Remain mindful of your child's stress or worry

Students Role and Responsibility

- Establish daily routines for engaging in the learning experiences
- Identify a comfortable, quiet space in your home where you can work effectively and successfully.
- Regularly monitor online platform My Learning to check for announcements and feedback from your teachers.
- Complete assignments with integrity and academic honesty, doing your best work.
- Students are expected to meet regular timelines, commitments, and due dates.

Priorities and Considerations

- After receiving initial circular about school closure and timelines, families will receive an email with Subject wise information.
- The primary tools for communication between teachers and families will be MY Learning and Emails
- Remote learning for our adolescent learners will focus on having a balanced, holistic learning experience. Students will have both off- and on-screen learning activities designed to engage the learners.
- Resources vary by class and lesson, but will include links to videos, graphic organizers, and scanned material to read and engage with, independent research material via My Learning, reading materials including e-books.
- Students are encouraged to be proactive in reaching out to teachers when they have questions or assignments are unclear.

Counselors and subject teachers are always available to support students with academic, social, or emotional needs.

Other Subjects

Arabic

Collaborate with colleagues in designing RLP experiences in accordance with Time Table
Develop high-quality learning experiences.

Communicate with and provide timely feedback to students and parents.

Communicate the weekly learning and homework as per Time Table.

Islamic Studies

Collaborate with colleagues in designing RLP experiences in accordance with Time Table
Develop high-quality learning experiences.

Communicate with and provide timely feedback to students and parents.

Communicate the weekly learning and homework as per divisional agreements.

Inclusion Teachers:

- Maintain communication with your assigned students.
- Communicate regularly with the subject or class teachers who teach the students
- Ensure that you are added as a collaborator on each divisional learning platform.
- Offer to scaffold or modify assignments, as per IEP recommendations, for students on your caseload to support subject or classroom teachers.
- Help subject or classroom teacher differentiate lessons and activities for the students.
- Communicate regularly with students and their parents to ensure they have success with distance learning.
- Provide supplementary learning activities for students who may benefit from additional practice to close academic and curricular gaps.

Innovation

Communicate regularly with your assigned teachers to support planning, facilitation of learning opportunities, lessons and creation of assessment tools.

(KG1 and KG2) Priorities & Considerations

1. After receiving circular from the Principal about school closure and timelines, families will receive an email with subject specific information.
2. The primary tools for communication between teachers and families will be My Learning and email.
3. Learning for KG students will remain holistically focused on broad language, cognitive, physical and social-emotional development.
4. Learning activities and experiences will emphasize interaction and creativity.

(Grades 1 to 12) Priorities & Considerations

1. After receiving circular from the Principal about school closure and timelines, families will receive an email with subject-specific information.
2. The primary tools for communication between teachers and families will be My Learning, newsletters and via email.

3. Students will have both off- and on-screen learning activities designed to engage primary school learners in experiences that connect to the current curriculum.
4. Learning tasks and activities will provide direction to families on how best to support student learning and the expected level of adult involvement.

For queries about...	Contact...
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