



Kingsway Regional School District

Student Expectations and Norms for Virtual Option and Live Stream Sessions

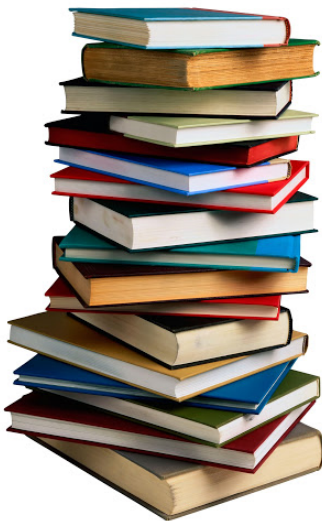
UPDATED FOR: January 3, 2022 - January 14, 2022

- **Live Stream Link:** Students at home join class via the link provided by the teacher; Links can be found at the top of any Schoology course.
- **PE classes & Study Hall will NOT live stream;** students should log into Schoology during PE and complete the asynchronous assignment posted by their PE teacher. When a student's PE/Health class is meeting in a classroom for health, the teacher will live stream instruction and a link will be posted in Schoology.
- **Student Attendance:**
 - Period attendance will be taken. Be prompt to ensure access to the meeting and lesson.
 - Attendance is defined as logging in to the teacher's Google Meet, Zoom, etc. and remaining for the duration of the period, unless otherwise dismissed by the teacher.
 - **Cameras On!** Students are required to have their camera on during the entire class period to receive credit for attendance. *Teachers may allow students to turn cameras off from time to time based on the given learning activity.*
 - For students who are not attending in-person instruction, failure to attend live, synchronous sessions may result in unexcused absences. Absences should be communicated to the school office following school procedures.
 - Students who are absent from school or a live stream session will miss instruction and are required to complete all missing assignments; Students are encouraged to reach out to their teacher after an absence. If a student experiences technology issues preventing attendance, students must email the teacher as soon as possible.
- **Netiquette & Procedures for Live Stream Meetings:** Students are expected to abide by Kingsway's suggested guidelines, code of conduct, and dress code for all live stream meetings. Additional specific live stream student norms include:
 - **Location:** Must take place in an appropriate setting. Find a quiet place that is free from distractions (siblings, TV, pets, etc.)
 - **Participation:** Be attentive to the lesson, your teacher, and other students who are speaking. Be an active contributor during the video conferencing session; refrain from distracting activity such as cell phone usage, side conversations, etc.
 - **Video:** Camera's On! (required) Students with cameras are more engaged, feel connected to their teacher and peers, and experience improved learning outcomes.
 - **Sound:** Headphones are recommended. Mute yourself when you enter if you are not already muted. Almost all sounds from each location can be heard (whispering, dog barking, eating food, pencil tapping, page-turning, etc.).
- **Recording:** Student recording or screen capturing of sessions is prohibited.

Netiquette



Netiquette, a social code that defines “good” online behavior is something to keep in mind during your virtual course interactions. Follow the guidelines below to leave your mark as a knowledgeable, respectful and polite student who is also positioned to succeed. Students are expected to follow the rules of network etiquette, or “netiquette.”



Kingsway Regional School District Netiquette Guidelines



BE SCHOLARLY

Do: Use proper language, grammar, and spelling. Be explanatory. Justify your opinions. Credit the ideas of others; cite and link to scholarly resources.

Avoid: Misinforming others when you may not know the answer. If you are speculating (guessing) about something, clearly state that you do not have all of the information.



BE RESPECTFUL

Do: Respect privacy. Respect diversity and opinions that differ from your own. Communicate tactfully, and base disagreement on scholarly ideas or research evidence.

Avoid: Sharing another person’s professional or personal information.



BE PROFESSIONAL

Do: Represent yourself well at all times. Be truthful, accurate, and run a final spell check. Type in a legible, black font, and limit the use of emoticons.

Avoid: Using profanity or participating in hostile interactions.



BE POLITE

Do: Address others by name or appropriate title, and be mindful of your tone. Be polite as you would in a face-to-face situation.

Avoid: Using sarcasm, being rude, or writing in all capital letters (shouting). Written words can be easily misinterpreted, as they lack facial expression, body language, and tone of voice.

adapted from: Arizona State University Netiquette for Online Students