

Addendum to 2020-21 Student Handbook

Virtual Classroom Rules

- Check PRAXI for your directions for the day
- Set up in a location suitable for learning. Use a table or desk - no laying on the floor or in a bed.
- No virtual backgrounds unless it is approved by your teacher.
- Be dressed/groomed in a manner appropriate for a classroom setting.
- Log into your class on time. Your class begins at stated start up time. Allow your self a couple of minutes before to set your workspace up and make sure your video/audio is working properly.
- Remain seated at your home work station for the entire class session. Ask permission for a bathroom break.
- After logging in to your classroom, make sure your face is visible and you are in front of your camera. No tops of heads, still pictures, or sitting where a teacher cannot see your full face. You must be at a table or desk, not laying in a bed or on the ground.
- Eyes on your teacher! No working on other class assignments during the assigned class period.
- Mute yourself to avoid undesirable background noise when you are not speaking.
- Listen to directions given by your teacher.
- Wait your turn to speak. Try not to talk over another classmate or the teacher.
- Participate.
- Ask questions.
- Only chat with your teacher. Messaging with other students at any time other than designated by the teacher for class discussions is not acceptable.
- Follow directions and complete all assignments.
- If your assignment is to be uploaded to a designated platform - upload it on time! Late assignments will be graded accordingly.
- Check PRAXI and your email regularly for online classroom updates.

Virtual Class Schedules

Monday/Tuesday

1st Period	8:00 - 9:45
2nd Period	10:00 - 11:45
3rd Period	12:30 - 2:15
4th Period	2:20 - 4:05

Wednesday/Thursday

5th Period	8:00 - 9:45
6th Period	10:00 - 11:45
7th Period	12:30 - 2:15
8th Period	2:20 - 4:05

Covid-19 Rules Classroom Rules in Building

- Masks are to be worn in class at all times.
- Use hand sanitizer upon entering the building.
- Use hand sanitizer upon entering classrooms.

Addendum to 2020-21 Student Handbook

- Hygiene is to be practiced in the classrooms at all times - sneeze or cough into your elbow, preferably sneeze into a Kleenex.
- No getting up out of the desk without permission.
- No touching one another while in the school building.
- Restroom visits will be limited and monitored.
- All books, devices, and school supplies will be kept in your backpack under your desk for easy access. *NO SHARING SCHOOL SUPPLIES OR BOOKS!*
- No sharing of supplies, food, or drinks.
- All written work will be uploaded online to your assigned class folders.
- Keep 6-foot distance at all times.

Please fill out and sign the handbook addendum *Student/Parent/Guardian Contract* located at the bottom of the *Student Handbook Page* on Memorial Hall website - memorialhall.org