

Dear Parents,

As you are aware, we will be welcoming our students to the start of the new academic year online September 15<sup>th</sup>. We are rolling up our sleeves and are ready to go! While Grades 1 and 2 will need support especially in the beginning while setting up and adapting to an online routine, we expect our students generally to be able to work independently. However, at KAS we have a strong belief that students flourish with the strong partnership between school and parents.

We would like to thank parents who have completed the kg and elementary survey and provided us with valuable feedback. Over 50% of parents who responded to the survey said they would prefer a hybrid method to learning. This means students would come to school on some days of the week while the remaining days take place online at home. It is helpful that we now know approximately how our parents feel in this regard. The school is ready to accommodate such a plan should this be allowed. The survey also showed us that multiple families are of working parents and so to best accommodate working parents within our abilities and feasibility, the elementary department will be:

- Sharing teacher instructed pre-recorded lessons per learning objective.
- Teacher's live sessions will also be recorded and shared should you be unable to attend the live with your child.
- Teachers will be offering office hours one hour, twice a week in the evening to be available to parents or students who may have questions or need further explanation.

Please find below important details regarding the elementary school department.

### General Information

- Each class will be divided into two groups – Group 1 and Group 2. That way, we will have a lower student to teacher ratio, which will enhance learning.
- Students will be assigned to a specific group and cannot move from one group to the other. Both groups will receive the same teaching and assignments led by the same teacher.
- Students will be provided with their own school emails and will be using Google Classroom as the main tool for receiving and submitting work.
- Students will receive their class schedules and student emails by their homeroom teachers before the start of school.
- Attendance is mandatory and will be taken daily.
- Google Meet will be used as the live class platforms.
- **Parents Orientation:**
  - Parents will be invited to attend a live Zoom session with their child's homeroom teacher before the start of school. During the live session parents will get to know their child's teacher, learn about the schedule and daily routine and other necessary information for a start to a successful new year. Students are also recommended to join.

- Parent Workshop on Google Classroom/G Suite will be set up for parents or anyone supporting the child at home to attend, as it will be the main learning platform.
- Teachers will be sending a short introductory video for their students before the start of school, introducing themselves and welcoming them to a new year.
- IXL and RAZ kids are considered independent work. Teachers will be checking for progress on a weekly basis.
- **Collecting old materials:** The school will be assigning a specific date and time for each class to come to school and collect their old materials left at school from last year. Collections will take place at the school gate.

## Schools Hours /Weekly Schedule

- Online school hours are from 9am to 2:00 five days a week.
- Each group will have 4-5 live classes per school day with sufficient breaks in between.
- Each live lesson will be 40 minutes long.
- Students will receive their class schedules and student emails by their homeroom teachers before the start of school.
- Weekly students will receive:

### Math

#### **Daily**

Students will attend a live math lesson daily and will send worksheets and activities related to each learning objective/unit. Related videos will be posted and shared by the homeroom teachers to be watched by students at their own pace.

### ELA

#### **Daily**

Students will attend a live ELA lesson daily, which will include 2 reading, 1 writing and 2 ELA skills lessons. Depending on your child's reading level, his/her teacher will assign a certain number of books to be read on RAZ Kids each week. Your child will need to read the story and complete the quiz showing their understanding of the story. Feel free to join in on the reading part and discuss the reading with him/her. However, please allow your child to complete the quiz independently to make sure they understand. Students will also work on writing tasks similar to those completed in school; they will have sufficient time to submit their tasks and will be guided by the teacher along with resources and a rubric.

### Science/ Social Studies

**3 lessons per week**- There may be independent tasks to be completed.

### Arabic

**3 live lessons per week** – There may be independent tasks to be completed afterwards.

### Islamic Studies

**2 live lessons per week**– There will be independent tasks to complete at home afterwards.

**Elective Social Classes**

PE, Music, IT, Art will be scheduled throughout the week and are optional but recommended. These lessons will be considered as social meet ups where students can learn new skills while enjoying their time with their friends and classmates.

**Learning and Communication Platforms**

While distance learning parents and students will need to download and access these platforms daily.

Class Dojo	<ul style="list-style-type: none"> <li>- For school and classroom announcements, and parent communication, sharing photos or special moments</li> <li>- Weekly newsletters will be posted on Class Dojo.</li> </ul>
Google Meet/Zoom	<ul style="list-style-type: none"> <li>- Video conferencing platform used for live class.</li> <li>- In some cases, Zoom could be used as well ( ex. Parent workshops)</li> </ul>
Google Classroom	<ul style="list-style-type: none"> <li>- All assignments, resources, and assessment tasks will be posted and submitted on Google Classroom.</li> <li>- Students will be expected to complete assignments and submit them on Google Classroom in a timely manner.</li> </ul>
Jupiter SIS	<ul style="list-style-type: none"> <li>- You may view your child’s progress regularly.</li> <li>- Whole School announcements from school Principal or Administration.</li> <li>- Please check your emails regularly to look out for emails from the school.</li> </ul>
School Website www.kas.edu.kw	All whole school or department emails /announcements can also be found in our school website under the E-Learning page.

**Student Self-Assessment**

Online learning is an opportunity for students to work and learn at their own pace. Teachers will still be able to differentiate to students’ needs and abilities. As such, while students may sometimes need your support at home, it is also important to give them independence and the safe space to make errors, this way the teacher will know where the student is in need of help, guidance, or further explanation or practice.

Teachers will be sending a self-assessment tool to be completed by each student after every math worksheet and for some tasks. Students will be asked to reflect and share how easy or difficult the student found the concept. Self-reflection through the self-assessment tool is a simple step that goes a long way in allowing teachers to understand the student's readiness to move to the next concept. It is important that these are completed and it only takes a minute!

### Setting up for Success!

**It is advisable and important that parents prepare students for a learning environment at home that is sustainable, and comfortable. Here are some tips for you to set your child up for a successful start.**

- Start by discussing the start of the new academic year. Ask how they feel about learning online and what they should expect. Assure them that learning can still be exciting no matter where you are.
- Build a routine
  - Wake up at the same time each morning and sleep early.
  - Have a healthy breakfast.
  - Change out of your pajamas. Students are required to attend their live classes in a collared shirt or polo to allow for a more formal school feel. They can even wear their old school uniform!
- Setting up a home school learning environment
  - Set up a calm working area with student desk or worktable and comfortable chair, free from distractions.
  - A working device (Laptop, PC, or Ipad) and good Internet connection.
  - Good lightening
  - Easy access to school supplies
  - Print the class schedule and hang it somewhere your child can easily refer back to/check.
- Suggestion to set up a camera in your child/children's workspace so you can check on them if you are not home.
- Ensure your child attends live classes on time.
- Check Google Classroom and Class Dojo email daily
- Ensure your child regularly completes their daily tasks.
- Take breaks and reward hard work.
- Be there for support, but allow space for errors for students to learn and grow from their mistakes
- Communicate with your child's teacher any questions or concerns you may have.
- Make a to-do list for your child.
- Make the time for some physical activities, arts and crafts.

### Elementary Supply List

- 1 device for e-learning w/ webcam (tablet or laptop or desktop.)
- Power plug/charge device
- Mouse (optional)
- Headset or headphones
- A Printer for the family.
- Stable and reliable internet access
- 1 pack of pencils with erasers
- 1 pack of colored pencils
- 1 large glue stick

- 1 pair of scissors
- 1 pack of dry erase whiteboard markers
- 1 whiteboard (~8.5 x 11 inches)
- 1 closed top pencil sharpener
- 1 white eraser
- ~20 cm ruler
- 1 pack of highlighters
- 1 lined notebook (~8.5 x 11 inches)
- Planner (to organize assignments)
- 1 pack of markers
- 1 pack of pens
- 1 pack of post-it notes
- 1 binder or folder
- 1 pack of loose A4 lined paper

Our Elementary team will continue to work hard to ensure this online experience provides meaningful learning while also keeping learning engaging and fun.

Thank you for doing your part by supporting your child's learning while at home and strengthening this home/school partnership.

Feel free to email the school, your child's teacher or the Elementary Coordinator at [batoolarjomand@kas.edu.kw](mailto:batoolarjomand@kas.edu.kw) for any guidance or support during this time.

**Elementary Department**