

Virtual Classroom Procedures and Code of Behaviour

1. All classes are conducted on the ZOOM platform with Moodle applications.
2. Students must speak or write in English only.
3. Students must register their online name using their English and legal name (last name and given name).
4. Student attendance is monitored continually during the scheduled class session. If the student's camera is not turned on the student is considered absent.
5. Unless instructed by the teacher students' cameras must be turned on at all times. Students will be marked absent if the live image of their face is not on visible to the teacher.
6. If the student's camera is setup with a virtual background, the virtual background must not interfere with the display of the student's face.
7. Students are required to be at their desks ready and able to work both online and on their desk. Any other venue such as a car or couch is not acceptable.
8. Students must participate verbally and/or in text. Participation is one of the indicators for grades.
9. Assignments and homework must be submitted by a deadline specified by the teacher. Failure to do so will affect the final evaluation.
10. Technical issues must be reported. Failure to do so will not be considered as an excuse for non-compliance with the virtual classroom procedures.
11. Student participation and conduct will be assessed and issues like disruptive behavior will be reported to the school counselors and the students' parents. Disruptive behavior of will not be tolerated and is grounds for removal from the class and loss of credit.
12. All students must attend classes on time and adhere to the following schedule unless approved alterations are announced by the teacher.

We appreciate students making efforts towards great learning outcomes during this difficult time. Stay strong and we will get through this together!

Note: All time are in Toronto Time Zone.

Sample Student Timetable for a Week - In-person/Online Blended Learning Model					
	Monday	Tuesday	Wednesday	Thursday	Friday
9:00am - 10:30am	CLASS 1 <i>Teacher led instruction</i>				
10:30am - 10:45am	Break				
10:45am - 12:15pm	CLASS 1 <i>Teacher supported independent learning</i>				
12:15pm - 1:00pm	Lunch				
1:00pm - 2:30pm	CLASS 2 <i>Teacher led instruction</i>				
2:30pm - 2:45pm	Break				
2:45pm - 4:15pm	CLASS 2 <i>Teacher supported independent learning</i>				
8:00pm - 9:30pm	CLASS 3 <i>Teacher led instruction</i>				
9:30pm - 9:45pm	Break				
9:45pm - 11:15pm	CLASS 3 <i>Teacher supported independent learning</i>				