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**MEMO TO:** Elementary Administrators  
**FROM:** Learning Support Services  
**SUBJECT:** Return to School Learning Model Options  
**DATE:** 2022 January 13

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We would like to take this opportunity to thank you for your leadership throughout the multi-faceted aspects associated with the pandemic. As we prepare for a return to In-Person Learning on Monday, January 17, 2022, we expect that some families may be hesitant to have their children return to the classroom immediately. In response, boards are required to offer a Short-Term Virtual Learning option for families. The following process has been established for schools to support learning for all students:

**Resource notes for administrators. Not for dissemination.**

**RETURN TO IN-PERSON LEARNING**

**Instructions**

1. Monday, January 17, 2022, ALL elementary students will be supported by their classroom teachers, understanding that some students will still need to be provided asynchronous/independent activities from the classroom's digital platform. Administrators are to remind staff of the need to post independent/asynchronous activities on the digital platform for students to access.
2. A seamless connection between in-person and asynchronous learning is required for students due to COVID-19 isolation requirements and/or readiness.
3. **Administrators will connect with families who have indicated they will NOT be returning to In-person Learning and review Options A – C, with preference given to option A, then B, then C.**

**OPTION A: In-Person Learning (Independent Activities/ Asynchronous via Classroom Digital Platform)**

- Timeline: January 17 to January 21, 2022. Students whose parents/caregivers require more time within this first week back to monitor the COVID-19 situation will be supported asynchronously via the classroom teacher's digital platform.
- Parents who make the decision to keep children at home this week must let schools know their child will be absent, through School Messenger or connecting with the office. Attendance calls must occur for children who are not present.
- LSS Staff will provide Office Hours through Google Meet, accessible via details in [this letter](#) provided by administrators to parents, to support students not attending school.
- Note: This option also describes programming for students who are required to self-isolate.

**OPTION B: Elementary Virtual Learning Program (Full-Time)**

- Timeline: Effective week of January 24, 2022
- As has been communicated throughout the year, in extenuating circumstances, students have an option to transition to the existing full-time Elementary Virtual Learning Program **with the understanding this will be a long-term decision for the remainder of the school year.**
- If, through discussion with families, administrators determine that there are exceptional circumstances for the student that require application to Elementary Virtual Learning, administrators must discuss requests to the School Superintendent prior to being input into the Portal application
- If School Superintendents approve the application, administrators must submit new requests for Elementary Virtual Learning by **NOON** on January 19<sup>th</sup> in the Employee Portal / Declaration of Learning Model 2021/22 / Change Request Form.

### **OPTION C: Short-Term Virtual Learning (Last Resort)**

- Timeline: Effective January 24 to February 18, 2022
- Families who have not selected either In-Person Learning or Elementary Virtual Learning Program will be offered Short-Term Virtual Learning for a four-week period via a Google Site with access to the following:
  - i) K-8 Week-at-a-Glance activities produced by LSS staff in the areas of literacy, numeracy, science, social studies, and outdoor/physical education
  - ii) Ministry recommended online resources
  - iii) Mental Wellness activities/connections
- Students will work independently with an option of daily access to LSS Staff support by divisions (K-3, 4-6, 7-8) via Google Meet. Office hours will be Monday – Friday, 9 – 11 a.m. and 1 – 3 p.m. Administrators are to provide a copy of [this letter](#) to families selecting Short-Term Virtual Learning.
- Families are asked to commit to a week at a time.
- Students may return to In-Person Learning at any time by contacting the school directly.

#### **Process to Register for Short-Term Virtual Learning**

- Upon connecting with families, schools will complete a form via the Employee Portal / Declaration of Learning Model 2021/22 / Short-Term Learning Model Request 2022 for each participating student.
- [Instructions for registration](#)

#### **Short-Term Virtual Learning Attendance**

- Short-Term Virtual Learning students will have their attendance marked “Excused – STV” in Trillium

### **POSSIBLE Q & A**

#### **Will student work be evaluated while enrolled in Short-Term Virtual Learning?**

No. Students are not required to submit completed work. Given that this learning model is intended to be short-term, student work will not be assessed or evaluated.

#### **Will students in Special Education classes be able to access Short-Term Virtual Learning?**

Students enrolled in Special Education classes are currently supported through the Learn-At-Home model and this will continue.

#### **How will students with an IEP be supported via Short Term Virtual Learning?**

Students with an IEP will have daily access to staff during office hours for support. In addition, the nature of the learning activities provided are designed to allow students to differentiate what they choose to complete and to progress at their own pace.

#### **Will students who are required to isolate as per COVID-19 isolation requirements be granted access to the Short-Term Virtual Learning option?**

No. Students who need to isolate will be supported asynchronously via their classroom teacher to sustain continuity of learning.

#### **Will there be continuous intake for students requiring Short-Term Virtual Learning?**

Yes. A family can contact the school with a request to enter Short-Term Virtual Learning until February 18, 2022. They must make a one-week commitment to this model. However, administrators are encouraged to explore options to best support students within their classroom.

#### **Will paper packages be provided?**

Our preference is for students to access the online learning options. However, understanding that some families are not able to do so, paper copies of the classroom teacher’s asynchronous learning activities could be picked up at the school on a weekly basis. This option would end in alignment with the end of Short-Term Virtual Learning.