

Parent Quick Reference Sheet: Quarantines and Distance Learning

LEVEL 1: INDIVIDUAL STUDENT OR SMALL GROUP QUARANTINE

First Day

- If your child is healthy, have your child **complete the next reading or literature lesson, or read the next chapter in the assigned novel** with the materials you have at home (questions about academic content should be directed to the reading or English teacher; plan to turn in the written work upon return to school).
- If your child is healthy, have your child complete the next math homework with the materials you have at home. As needed and depending upon grade level, teachers will reach out with further instructions on the next math lesson and/or homework.
- If your child is healthy, **log in to Infinite Campus** to “**check in**” no earlier than 12:00 P.M.; this records your child’s attendance for the day (required daily when student is working remotely). **Note:** *Per school policy, if your child is too sick to complete assignments, please call the Attendance Line to excuse your child’s absence and email your child’s teacher(s) to determine alternate due dates for assignments.*
- **Log in to the student’s Microsoft Teams account** no earlier than 12:00 P.M. provided for each student, and make sure you can see the appropriate “**Team Q**” to ensure account access for lesson material on Day Two. (There will be no online work assigned on Day One.)
 - Need instructions for logging in? Click here: [Logging in to Infinite Campus and Microsoft Teams](#)
 - Need technical support? Click here: [Account Support](#)
 - Need to check out a laptop? Click here: [Laptop Checkout](#)

Second and Subsequent Days

- If your child is healthy, **log in to Infinite Campus** to “check in”; this records your child’s attendance for the day (required daily when students are working remotely). **Note:** *Per school policy, if your child is too sick to complete assignments, please call the Attendance Line to excuse your child’s absence and email your child’s teacher(s) to determine alternate due dates for assignments.*
- **Elementary Students:**
 - If your child is healthy, **complete daily work in reading and math:** Our general progression will be one reading/literature lesson per day and one math lesson per day without video content in Team Q. (Plan to turn in work upon return to school.)
 - If your child is healthy, **complete daily work in history, science, grammar, and writing** as assigned in **Team Q**. Video lessons may be available, and short written assignments may or may not be assigned, depending on the lesson (plan to turn in work upon return to school); if your child does not have the necessary worksheets, please feel free to use regular, lined paper to record answers (electronic copies of the worksheets will be available in Team Q for your reference or to print out, if you prefer).
- **Secondary Students:**
 - If your child is healthy, **complete daily work in English, math, science, history, and language classes** as assigned in the corresponding **Team Qs**. (Plan to turn in work upon return to school.)
- **Tests:** Generally, tests will be administered upon your child’s return to school. Please communicate with the teacher if an alternate plan is in your child’s best interests.

Return to School

- Have your child **check in with the nurse or front office before going to class.**
- Have your child **arrive with all complete written assignments** and school-issued laptop, if applicable, (unless alternate due dates have been arranged in advance with the teacher).