

CIR/01/2020-2021

Date: 6th April, 2020

Dear Parents

Greetings from Amanora School!

On behalf of the staff at Amanora School, I am happy to welcome you to the 2020-2021 school year! We are looking forward to a productive partnership with you to ensure our children can achieve their highest potential. We recognize that in order to be successful in school, our children need support from both, home and school. As partners, we share the responsibility for our children's success and want you to know that we will do our very best to carry out our responsibilities.

We are aware that the world is experiencing unprecedented times in the wake of pandemic caused by COVID 19-Corona Virus. As a precautionary measure and as per the instructions of the Government authorities we had to shut down the school from 14th March 2020 onwards.

As the new academic session for the students of **Grades I to IX** begins from Tuesday, 7th April 2020, we can understand the anxiety of parents on this forced loss of academic time very specially keeping in mind the uncertainty being faced.

We at, Amanora School are cognizant of the fact that learning should not get impacted and students should not face challenges in their pursuit of academic excellence. To battle this scenario, our school is working diligently to meet the needs of all of our students as much as possible during this unusual situation. We have taken necessary steps to initiate a **Remote Learning Model** (refer Annexure for **Online Learning Policy**).

This program shall entail various strategies and combination of technological tools to disseminate learning material and experience which will ensure that students feel connected to their teachers. It will also provide an opportunity for online interactive platform where both students and teachers can participate in the teaching learning process.

We do understand, pre-packaged lessons of this type will always pale in comparison to those provided by a teacher in a live classroom. But these are truly unprecedented times and we feel this approach is the best way to help our students continue to learn given all the constraints that they, their families, and our staff is facing.


The next few weeks will not be easy. There will be mistakes, problems, and concerns as the situation is unprecedented and we all are evolving along our way. So **patience** and **support** will play key roles in the optimization of this program.

You as parents are facilitators of this remote learning program hence, a significant burden of responsibility rest on you to ensure that your children complete the tasks set. We would appreciate your support in monitoring your wards and supporting them to be responsible.

Thanking you in anticipation.

Best regards,

For **Amanora School**



Meera Nair
Principal



Online Learning Policy

This is a policy put together to enable the students to continue with their learning, in their respective grades, using online platform with the support of the school team.

This policy is designed to,

- Ensure safety of students and staff
- Ensure continuity of teaching-learning by providing academic support
- Encourage using a suitable approach with clear expectations for students and teachers
- Support families to enable distance learning

What is online teaching?



- Teaching away from classrooms using a platform which works on internet connectivity
- Facilitating student learning virtually by providing academic support (tutorials, videos and other resources) using an online platform
- Providing opportunities for student- teacher interaction by creating the ambience of a classroom
- Focusing on achieving learner outcomes by way of structured instruction, lesson plan and appropriate resources

How does it work?

- The School has chosen a suitable online platform. Zoom for online teaching and NeverSkip for sharing assignments
- The school team will draw up a schedule and prepare the lesson plans and resources to be used.
- The school will send out User Manual to parents for downloading the Zoom App and for working on the online platform
- After the parents have downloaded the App, the teaching schedule will be shared
- Students will follow the schedule and log into the classes conducted by their teachers
- Teachers can also interact with the students as the Zoom platform allows two way interaction (audio visual)
- Worksheets, question papers, assessments will be uploaded by the teachers on NeverSkip ., The students should solve it and submit as per teachers instructions



We are using the following platforms:

- Zoom Platform
- Neverskip parent app

An online teaching - learning Week



In order to keep the teacher and students aligned completely to the teaching - learning process, a schedule has been drawn up by the school team and will be shared with all.

Note: These classes should run under parent supervision.

- Parents can contact the school for further assistance.

Whom to contact?

Parents can contact the following from the school.

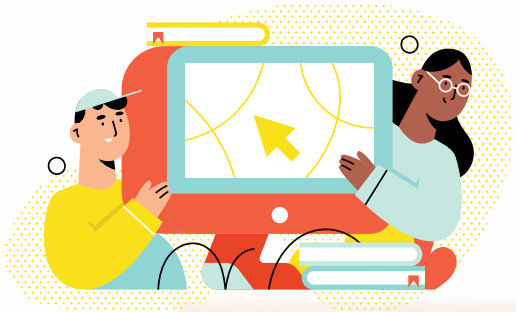
feedback@amanoraschool.edu.in



Stakeholders Responsibilities:

The school has come up with this online solution in order to maintain continuity in the teaching –learning process, hence, taking responsibility for one’s own learning is critical for the effectiveness of the programme.

Students: Will support learning by,



- Logging in to the sessions at appropriate time and as per schedule
- Identifying themselves after logging in
- Choosing a quiet place for joining the classes and avoid distractions
- Being on mute mode when not speaking
- Participating, asking questions during the sessions as Zoom App accommodates two way interaction
- Being prepared by revising the learning of the previous day and reading for the new day
- Being alert and listening carefully
- Downloading worksheets, homework as suggested, completing and submitting them on time.

Teachers: Will support students by,



- Planning lessons as per schedule and by logging in at the right time
- Providing meaningful learning experiences and learning opportunities to the students
- Following up on the attendance and giving feedback on the submitted task via Zoom
- Engaging most or all learners equally in the task

Parents/Guardian: Will support student learning by:



- Following instructions and downloading the App
- Creating an environment conducive for learning
- Monitoring their ward’s work online and offline
- Responding to e-mail communication shared by school
- Sharing feedback on the effectiveness of the programme

School Leaders: Will support effective running of the online programme by,



- Monitoring schedules and effectiveness of delivery
- Following up on the feedback shared by parents and students
- Supporting consistency and ensuring student progress form these classes
- Supporting queries with regard to online learning platform Zoom App and its usage
- Monitoring teacher attendance and supporting effective execution.