



School Parent Handbook



Ernest Sessoms, Jr., Principal

Fantara Houston, Assistant Principal

September 2, 2020

Dear Parents and Co-Teaching Parents,

As we stay safe and optimistic during this pandemic of COVID-19, we want to make sure that Dunbar is providing quality instruction by way of Virtual Distance Learning. In order to maximize learning for all students we understand that your cooperation is critical to your child's success. We understand this is new territory for education. I want to provide some guidance on how to keep your child focused and engaged in this non-traditional setting. Please read through this Virtual Parent Handbook and work to ensure these recommendations are met by all. We are working together with you and look forward to providing a quality, engaging, and professional learning experience this school year.

Faithfully yours,

Ernest Sessoms, Jr.

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Principal, Dunbar Elementary School



1. Children eight years or younger should not be left alone.
2. Children between the ages of 9-12 years old, based on level of maturity, may be left alone for brief (less than two hours) periods of time.
3. Children 13 and older, who are at an adequate level of maturity, may be left alone and may perform the role of babysitter, as authorized by the parent, for up to twelve hours.

HOME LEARNING

****Please provide the following for your child at their HOME CLASSROOM.***

**QUIET
ZONE**

- 1) A **QUIET ROOM** with little to no distractions in the background. Be mindful of family members, siblings, or pets in the background that could be visible to other students, families, and teachers.

Maintain your **HOME PRIVACY** as much as possible.

- 2) Set-up a sitting area at a **TABLE** or **DESK** for students to work on their devices. Make sure there is space for writing and drawing activities as well.



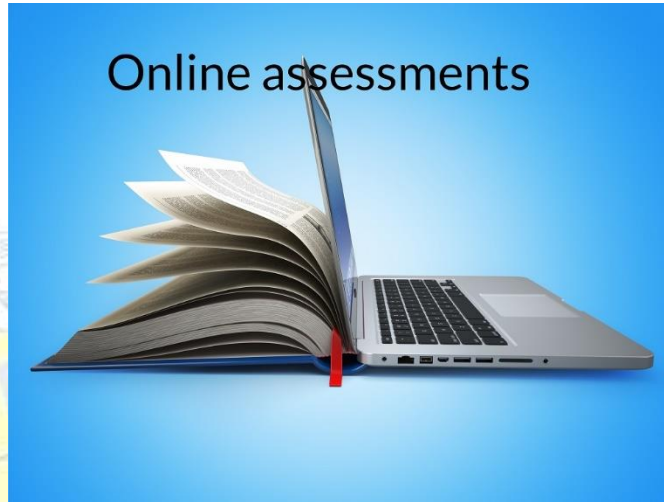
- 3) Be mindful of noise and talking in the background. No **PROFANITY** or **INAPPROPRIATE MUSIC/RINGTONES**

- 4) Be mindful of **ATTIRE/CLOTHING**. No pajamas or tank-top t-shirts during virtual learning. Bottoms should be worn at all times.

- 5) Post the **DAILY SCHEDULE** where the child and you can see it.



Online assessments



****Please be mindful of the following when your child is taking tests or quizzes online.***



- 1) **DO NOT** provide answers to questions during an **INDEPENDENT TASK** or, **TEST** or **QUIZ**. You may assist your child with logging in using their usernames and passwords.
- 2) Make sure the room is **QUIET** free of music, talking, etc.
- 3) Give your child a **PEP-TALK** before announced assessments to motivate your child to do their best.
- 4) **AVOID** sitting with your child after testing begins. For students in Kindergarten, they must learn to be independent. Begin to relinquish control. Our Kindergarten scholars can do anything they put their minds to.





****Please help us make sure your child receives the required virtual learning everyday.***

- 1) Your child should log in at **8:00 AM** daily.
- 2) Make sure your child understands they must continue Virtual Learning *according to the schedule* for the **ENTIRE SCHOOL DAY**.
- 3) Students should **NOT STOP** virtual learning in the middle of the day permanently after lunch or specials.
- 4) Grades and assignments will be provided for core content areas (ELA, Math, Science, Social Studies) as well as Specials (Art, PE, Music, Spanish)
- 5) If your child **CANNOT LOG-IN** because of internet issues or lack of a working device, please **CONTACT THE TEACHER** or school. Your child will be coded as **TECH** for not being able to log in and will not be penalized. *The teacher will arrange for your child to make-up the assignments.*
- 6) Please provide a written excuse to your child's teacher for absences due to illness or medical appointments.



**Please complete a Dunbar Tech Ticket if you need assistance with your device, apps, or logins. You may use the QR code above or the link below.*

<https://tinyurl.com/Dunbartech>



13. 5th Grade Team Introductions

Live Town Hall

Mondays @5:30 pm



Please confirm receipt by completing the link below.



<https://forms.gle/uHBUskbzSTFyHVRB7>