

## 9.14.20 Family Update

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Dear Hanlon Families,

We've reached a few milestones this week: Our Monday cohort completed their first in-person days and we've completed our first remote Wednesday! We are looking forward to welcoming our Thursday cohort students tomorrow!

As with all new things, we are learning that some things are going very smoothly, and other things are bumpier than expected. Teaching and learning in the hybrid/remote environment takes some getting used to, and both the adults and the children are learning some brand-new skills. Although the staff had professional development this fall, this week is our very-first opportunity to practice the new technology with students. We thank families for your patience, your understanding, and your grace as we learn what works and what doesn't. We recommend that parents and caregivers encourage children to be as independent as possible, allowing them to work directly with their teachers to troubleshoot and problem solve. We want to avoid having parents sit side-by-side with children during online class time. However, if your child becomes frustrated, needs a break, or needs some brief adult support, that is of course, perfectly fine to step in and help until the child is ready to be independent again. We anticipate that things will become more smooth as the weeks go on.

Here are a few answers to common questions I've fielded this week:

### **How do I report an absence?**

#### **If your child is sick:**

- Every morning, families must screen children at home for COVID-19 symptoms using [this checklist](#). If your child wakes up with symptoms, please report this information to the Westwood Public Schools' COVID-19 Team using the form accessible via the QR code, or [www.tinyurl.com/wpscovidteam](http://www.tinyurl.com/wpscovidteam).

#### **If your child is going to be absent, but is not sick:**

- Send an email to the homeroom teacher and to the main office at [astaulo@westwood.k12.ma.us](mailto:astaulo@westwood.k12.ma.us)

### **What if my child is having trouble with their device?**

#### **Battery Charge:**

Any time the Chromebook is turned on, it's using battery power. It's important to power down the device every night for charging. It's also a good idea to keep the Chromebook plugged in when working from home, since the devices are used throughout the day. Finally, the devices are intended for schoolwork assigned by their teachers. Using the device for personal use is discouraged, and likely to drain the battery.

#### **Hardware or Device Concerns**

Tech support is available for students having difficulty with a district-issued device while learning remotely. We will do our best to resolve your issue as expediently as possible. When sending an email or leaving a voicemail, please be sure to provide your child's name, grade, and school as well as a detailed description of the problem.

Phone support: 781-205-9326 Available on school days only between 7:30 am and 1:30 pm

Email support: Hanlon School: [hanlontechsupport@westwood.k12.ma.us](mailto:hanlontechsupport@westwood.k12.ma.us)

### **Software or Online Program Concerns:**

If you are having trouble with Google Classroom, SeeSaw, Zoom, IXL, or any other programs, you can reach out to our Instructional Technology Coach, Mr. Goguen ([mgoguen@westwood.k12.ma.us](mailto:mgoguen@westwood.k12.ma.us)) and/or the classroom teacher. It's often a good idea to include both in your email explaining the concern.

### **What are the Expectations for Attendance, Safety and Engagement?**

Attendance: Attendance will be taken for all in person and remote students at the start of each day. WPS will adhere to new regulations from DESE requiring that schools track whether students are participating in person or remotely, as well as whether they are present or absent. If your student is logging into a virtual class (Zoom/Google Meet) using a device other than the one issued by school, please be sure to change the name on the device to your child's name. Teachers can not allow a non-authenticated user into their virtual classroom.

Engagement: In order to ensure that learning and best instructional practices can be achieved, teachers will set common expectations for students when remote and in person. These will include: at-home students attending and participating virtually in class at the scheduled time, at-home students turning their cameras on (unless given permission by the teacher otherwise), and students keeping themselves on mute when they are not talking.

Safety: Physically present students must follow all health and safety guidelines while in the building. Students are doing a great job with their masks, distancing, and hand hygiene. It is up to the discretion of the teacher to add more expectations (if necessary) to ensure that learning is the focus in class and that safety rules are upheld.

### **Can I send in peanut butter for snack or lunch?**

Yes, we are not a nut-free school. Children's desks are spaced 6 feet apart, and students will wash their hands and wipe down their desks before and after eating. We do not allow students to share food.

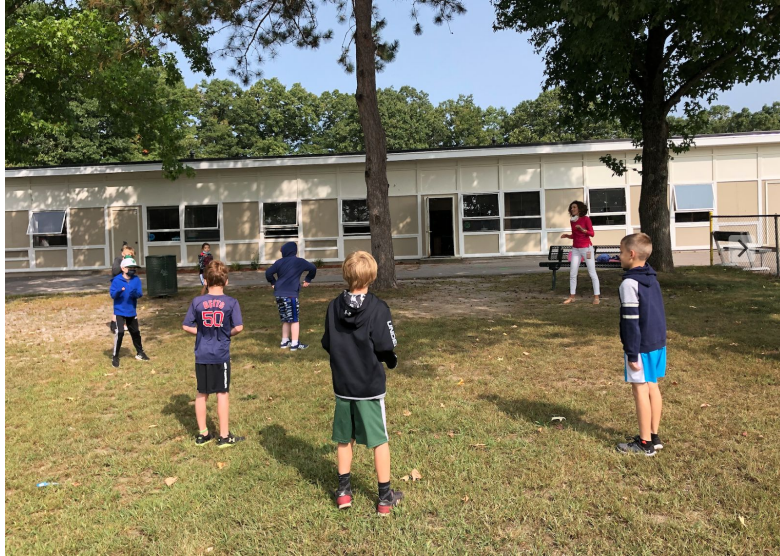
We will be transitioning back to uploading Hanlon Family Newsletters to the website in a few weeks, but for now, School Messenger is the most efficient way to get you important information.

Hope the rest of your week goes well!

Sarah

Here are some photos from the first two days:

Music with Ms. Pickering



Learning How to Visit Our New Health Office Suite



Snack and Lunch Al Fresco



Play