

Distance Learning Positive Behavior Expectations Sample Template
(To be adapted as needed for: Elementary, Middle or High School settings)

The purpose of this document is to support schools as they prepare to launch a variety of online learning activities for students. The bullets on page 2 highlight some important considerations for communicating expectations to students for online learning.

School/ Classroom Name	Signing-In (Seesaw or Schoology)	Morning Check-In	Learning Experiences	Posting written work/ comments	Video Conferencing
Ready to Learn	My iPad is fully charged. I can find a place to work at home.		I can create a daily schedule for my work time.		My device is connected to the internet.
Respectful		I can greet everyone.			I use school appropriate language.
Responsible	I will sign-in every day.		I can complete assignments to the best of my ability. I will ask my teacher for help when I need it.	I will ask my teacher or another staff person for help.	I will ask my teacher or another staff person if I need help with technology.
Safe	I know my username and password.				

Considerations for Adapting School-wide & Classroom Behavior Expectations to Online Learning Environments: Stay positive - We're all in this together!

- In order to best support students and families, consider using your existing school-wide expectations and adapting them for online learning environments.
- Use similar language and emphasize expectations that are consistent with expectations that are familiar to students and families.
- To increase understanding for all students: include visuals, pictures, video & audio, in multiple languages, when possible.
- The sample matrix (above) is intended as a tool for staff to create common language. Rather than sharing the entire matrix with students, consider defining and teaching the expectations for each activity as the activity is introduced.
- Remember that teaching expectations is an ongoing effort. As we do in the classroom, **teach, model, practice & reinforce** expected behaviors in the online learning environment.
- As we introduce a variety of synchronous and asynchronous learning opportunities, it will be beneficial to define and teach the expectations for all types of online learning and provide reminders (re-teaching) at the beginning of each activity.
 - Idea for including student voice: Seek student voice on how the existing classroom expectations transfer to our new online learning environment. How is it the same and how is it different?

Structure and routines play an important role in helping students feel safe: Given the high level of uncertainty in our lives, providing rituals and routines online, where we can, is a support to our students and families. Ideas for encouraging structure and safety:

Encourage students to:

- 1) Create a learning space in their home that will work best for them.
- 2) Create a daily schedule to manage their time.
- 3) Take care of themselves, their health and have fun:
 - a) Include physical activity & movement in their daily schedule.
 - b) Practice social distancing.
 - c) Wash hands with soap and water for 20 seconds.