### Caregiver Tips For Student Success

<table>
<thead>
<tr>
<th>Reduce distractions</th>
<th>Build Consistent Schedules</th>
<th>Reinforce Learning Behaviors</th>
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| • Turn off televisions, video games, tablets, phones, and other distractions while the student is learning.  
• Speak quietly when in the same room while the child is learning.  
• Encourage others to provide the student space and privacy during online instruction.  
• Remove as many toys, pets, and other distractions from the learning space as possible.  
| • Post the student’s daily schedule in a visible location.  
• Provide a clock or set timers five minutes before classes begin to give students time to prepare and log-on to class.  
• Help students set short term and long-term goals to complete work. Record these goals and work deadlines on a calendar close to the student’s learning space.  
• Set consistent daily routines that include wake and bedtime routines. Include times to complete independent schoolwork, free play, and daily reading.  
| • Students should keep food and drink away from the computer and should eat before or after class.  
• Students should be seated and attending to the teacher during online instruction.  
• Students should follow all BCPS rules about appropriate school behavior.  
• Student clothing that is visible to others online should be school appropriate.  
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<tr>
<th>Communicate Often</th>
<th>Support Student Independence</th>
<th>Provide Technical Support</th>
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| • Communicate with the student’s teacher about any academic, social-emotional, or wellness concerns. Communicate any issues or recent changes in the student’s life that may impact the student’s readiness to learn or ability to participate fully.  
• Check Schoology at least once every other week to review student grades and teacher feedback.  
• Attend teacher conferences and read school communications.  
• Request interpreters or translated documents as needed.  
| • Allow students to answer questions and complete work independently.  
• Build opportunities for students to build independence in completing work, turning in assignments, communicating with the teacher, and monitoring their own learning.  
| • Post the student’s login and password and all Google Meets Codes close to the student’s learning space.  
• Help young students log-in to whole group and small group learning.  
• Communicate technical issues to the child’s teacher.  
• Use the Google Meets “HESLiveHelp” or email Mr. Sloan at esloan@bcps.org to receive additional technical support.  

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<tr>
<th><strong>Student Responsibilities</strong></th>
<th><strong>When Learning in the School Building...</strong></th>
<th><strong>When Learning Online...</strong></th>
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</table>
| ![Face of Confusion] | - I leave toys, phones, and other distractions at home.  
- I do not talk to others about non-academic matters during class.  
- I do not engage in behaviors that distract the learning of others. | - I will place toys, phones, and other distractions away from my learning space.  
- I will turn off televisions, gaming systems, tablets, phones, and other distractions during class.  
- I will provide on-topic contributions in class and in the chat box.  
- I will not engage in behaviors that distract the learning of others. |
| **Reduce Distractions** |  |  |
| ![Calendar] | - I am on-time to class.  
- I do my best to attend all classes, every day.  
- I follow my daily schedule with minimal reminders.  
- I return from lunch and recess ready to learn. | - I will log in to class and small groups on-time.  
- I do my best to attend all classes, every day.  
- I will follow my daily schedule with minimal reminders.  
- I will return from lunch, recess, and independent work time ready to learn. |
| **Follow Schedules** |  |  |
| ![Good Job!] | - I follow the rules as outlined in the BCPS Behavior Handbook.  
- I dress appropriately for class.  
- I use appropriate language.  
- I am kind to others.  
- I complete my work.  
- I turn in my work on time.  
- I do not eat or drink in class.  
- I sit up, keep my head up, and ensure the teacher can see me so that the teacher can assess my understanding.  
- I am prepared for class by completing pre-work and homework and having my learning materials ready.  
- I raise my hand before speaking. | - I follow the rules as outlined in the BCPS Behavior Handbook.  
- I dress appropriately for class.  
- I use appropriate language.  
- I am kind to others.  
- I complete my work.  
- I turn in my work on time.  
- I do not eat or drink during online class.  
- I will sit up and keep my video monitor on so that the teacher can assess my understanding.  
- I am prepared for class by completing pre-work and homework and having my learning materials ready.  
- I will raise my hand before speaking. |
| **Engage in Positive Learning Behaviors** |  |  |
| ![Build My Independence] | - I ask my teacher for help and share any barriers to my learning.  
- I check Schoology weekly to review my grades and teacher feedback.  
- I complete my work and answer teacher questions independently. | - I will ask my teacher for help and share any barriers to learning (concerns with using the video camera, etc).  
- I will check Schoology weekly to review my grades and teacher feedback.  
- I will complete my work and answer teacher questions independently. |
| **Build My Independence** |  |  |
| ![Tech Support] | - I only log in to the assignments, apps, and programs assigned by my teacher.  
- I log in and log off of the computer with minimal assistance as I move between independent work and classroom instruction.  
- I ask for help when technology does not work. | - I only log in to the assignments, apps, and programs assigned by my teacher.  
- I log in and log off of the computer with minimal assistance as I move between independent work and classroom instruction.  
- I ask for help when technology does not work. |
| **Use Technology Appropriately** |  |  |