

BFS Virtual School Elementary Checklist



Thank you for partnering with BFS to provide an excellent education for your child. As we navigate through the Covid pandemic, and face additional weather threats, you might need to move to the BFS' virtual mode of learning on an ad hoc basis. This will look different for each student level. Your child teacher is well acquainted with the technology that will be used to deliver content and model lifelong learning, and we ask that you work through the following checklist. This will help us ensure a smooth transition to online learning.

Before going Virtual. Getting ready to learn.

-
- 01** **Electronic Device**
Be sure your child has a device to use when speaking with their teacher. This can be a smartphone, laptop, desktop, or tablet but must have a camera and microphone.
-
- 02** **Additional equipment**
Consider purchasing headphones or earbuds with a microphone to minimize noise in the classroom.
-
- 03** **Zoom video conferencing**
Zoom is the system we have chosen for teachers to interact with their students. Please, check that the Zoom App is installed on the device your child will be using.*
-
- 04** **Test your home wifi**
Run a test on your home wifi by conducting a video call with a family or friend. When you test, make sure that all devices that are usually online during a school day are also online.
-
- 05** **Seesaw**
Before going virtual your child's teacher will send you an invitation link to join Seesaw. Seesaw is the tool that will be used with students to share work and submit assignments.
-
- 06** **Working Space**
Provide your child(ren) with a suitable learning space; a desk or table and a comfortable chair. If you have more than one child they will need to sit in different spaces.
-
- 07** **Supplies**
Gather a supply of paper, pencils, crayons, and markers. Have them available in your child's workspace.
-

* If needed, Here is a useful support article on Zoom installation:
<https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>



08

Sleep

Help your child maintain regular sleep cycles to be prepared for school.



09

Stay Connected

Please, continuously check your email for other grade-level specific instructions from your child's teacher.

Remember Renweb is a great resource for you to know what your child is learning.

On your first v-learning day. Welcome to BFS Virtual School!



01

Morning Routine

Wake your child and feed them a good breakfast. Help them begin their day of learning by establishing a routine that helps them know they are in school.

We recommend students dress as if they are going to attend a physical school. You can require BFS uniforms if you'd like, just remember Friday is "Free Dress Friday."



02

Content of Learning

Each day your child will have instruction in Reading, Writing, and Math from their classroom teacher. This will be found on Seesaw in the form of video-recorded sessions and/or written assignments. The math lesson will also be provided live (see below).

Once a week, your child will have a lesson with each of their specialist teachers (Library (Mon), Art (Tue), Languages (Wed), Music (Thur), Makerspace & PE (Fri)) on Seesaw.



03

Face to Face Meeting

Each day, your child will start their day with their class through Zoom.

The math instruction will also be provided live in Zoom.

Your child will conference on an as-needed basis with their homeroom teacher. A parent must be present during this conference.



04

Breaks

During the school day, establish breaks from the screen every 30 minutes. These breaks should last at least 10 minutes. If possible, have them engage in physical activities.



05

End of School Day

Set a time for the end of the school day. When the day is over, welcome your child home with a snack. This will help establish the beginning and end of the school day.

Ask your child questions about their school work. This is a great way to stay involved.

Remember, to ask specific questions when you are asking your child about their assignments.

Questions?

Contact the BFS helpdesk at vlsupport@bfs.or.kr





06

Homework

Set regular homework hours in the evening and help your child accomplish the learning that takes place outside the school day.



07

Communicate

Communicate with teachers and the school office about absences and for assistance with any technology or learning-related issues your child encounters.



08

Stay safe!

As always, wash hands, stay safe, and stay positive.

Questions?

Contact the BFS helpdesk at vlsupport@bfs.or.kr

