



## **KMS Student Responsibilities for In-Person and Distance Learning**

*Follow the Captains' Code: Be Safe, Be Respectful, Be Responsible*

All students will be required to complete assignments for ALL classes, both in-person and during distance learning. Students will be held accountable for all work assigned whether completed in class or at home. Every assignment will count towards class grades. Report card grades will be based on class attendance, discipline, academic effort, and successful completion of all class work. To be admitted to high school or the program of their choice, students must closely follow the policies in this document.

### **Below are some suggestions for a successful school year:**

- When learning at home, find a quiet space to work without distractions
- Make sure you know and follow your daily schedule
- The school day begins each day at 7:55 am and ends at 2:35 pm
- When learning at home, students must log in each day no later than 7:55 am to view assignments
- All assignments must be completed by teacher due dates, unless other arrangements have been approved by your teacher
- Engage with the classroom and use tools (like headphones/earbuds) to focus on instructional videos, etc.
- Use equipment as outlined in the Acceptable Use Policy
- Seek help when needed, and reach out if overwhelmed (teachers, guidance, principals) through Google Classroom, NBPS email, or ClassDoJo
- Communicate with your teacher daily, and review all feedback for needed changes
- Collaborate with peers using respectful language and behaviors
- Keep language appropriate at all times
- Support your peers and teachers in this new way of learning

Be patient with yourselves and your teachers- we are all learning together!

**This form must be signed and returned to school.**

Parent Signature: \_\_\_\_\_

Student Signature: \_\_\_\_\_