



SHARJAH INDIAN SCHOOL, GHUBAIBA

Tel: 06 5670560 / 5671866 Fax: 06 5672914

P.O.Box-2324, Sharjah

Email: mail@sissharjah.com Website: www.sissharjah.com

OUR VISION

Educate Enlighten Empower

HOW IS ONLINE E-LEARNING / REMOTE DIFFERENT?

- There can be more reading and writing and less speaking and listening
- Students can miss their friends
- Keeping a structure to the day is important
- Change can cause both anxiety and excitement
- Use of the technology will need troubleshooting

WHAT SKILLS DOES YOUR CHILD NEED?

Here is a useful checklist of questions to help your child with online learning:

1. Good Time Management: can your child be online at the right time?
2. Effective Communication: can your child ask for help, make contact with other students and the teacher and describe any problems she/ he has with learning materials?
3. Independent Study Habit: can your child maintain the self-discipline to stick to a schedule?
4. Self-Motivation: can your child maintain focus on the work set?
5. Adaptability: can your child accept the temporary change and adapt their approach?

If you see that your child is having problems with any of the points above and you want support you can contact Tutors, Heads of House and subject teachers for help.

- For ICT support please contact itsupport@sissharjah.com
- Continued feedback from parents and students is beneficial. Please feedback directly to the Teacher and Principal use mail@sissharjah.com



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How you can help



Continue your child's normal school routine:

- Wake-up alarm at the usual time
- Breakfast on the table
- Set learning times each day



Print your child's timetable and display it in a prominent place

- Review the day's lessons together
- Tick off tasks that have been finished
- Congratulate your child on what they've done



Create a suitable area where your child can learn. It's best if:

- They have a desk or a table to work at
- An upright chair
- The space is quiet, well lit and cool
- Free of distractions.



How can you minimise distractions?

Perhaps these activities could be saved for when your child has finished their day's learning

- Establish expectations
- Where possible follow the normal timetable
- Wake up at normal time and get in a daily routine

HOW CAN YOU MONITOR?

The best method is to discuss the work your child is doing using some of these conversation openers:



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OK	Better
What are you doing?	How would you explain the steps you have taken? How would you explain what you are working on so I can understand?
Does it make sense?	What was the most confusing part about what you learnt today in....
Why are you stressed?	What has caused you to be stressed?" How can you respond when you are facing difficulty?
What don't you understand?	What questions have the lessons just created for you?
When will you be finished?	What is the next step?
Well done!	You did really well just now, what is the next step?

HOW TO HELP YOUR CHILD KEEP A BALANCE?

- Wake up at the normal time
- Eat breakfast
- Undertake physical activity to remain active and maintain a positive mood.
- Try to alternate screen time with off-screen activities to maintain strong mental and physical well-being
- Keep in touch with your friends as online learning can feel isolating.

HOW ABOUT KEEPING A BALANCE AS WORKING PARENTS?

We realize some of you are balancing your work commitments with children being at home. We don't expect you to be doing all of these things all of time. We are all doing what we can in a challenging time and appreciate all the support you give.



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Code of conduct to be adhered with during remote learning:

- Students are required to login with Zoom ID and passwords assigned by the teacher, in advance and wait for the teacher to initiate the session.
- Students need to note down main points they have learnt in the e-learning class
- Use of mobile phones during the zoom learning session is strictly prohibited.
- Parents are not permitted to involve from grade 3rd onwards, For KG to Grade 2nd parent can sit beside and help the child (Preferably Mother) at the time of e-learning sessions.
- The ID number or password should not be shared with anyone else.
- Students should keep the video mode ON by default, unless otherwise asked to.
- Student should be in decent casual attire. Avoid eating while the live session is on.
- All the assignments and projects should be kept safely for the purpose of evaluation at a later stage.
- Parents are requested to arrange appropriate learning environment at home.
- Have healthy online conversations with students and teachers and maintain online decorum at all times. Use English language throughout.
- Students are NOT permitted to leave the session without the consent of the teacher.
- Do not invite outsiders to the learning sessions.
- Recording and circulating images of teachers or students are strictly forbidden.
- Students are NOT permitted to use screen sharing and mouse sharing options without the permission of the teacher.
- Profile name should be set the same as the name as per the school register. No nicknames at all.
- Students should use a table and chair during the sessions. No beds, sofas during a class.
- Students may wear a headphone/ headset if necessary.



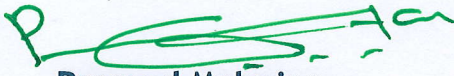
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- Ensure usage of appropriate device with internet facility and a working camera.
- We suggest the use of digital devices to be limited to daytime only so as not to disturb their sleep patterns.
- Attendance will be registered during every session. Rules on attendance and absence stand the same as of regular school. If your ward is not able to attend the classes due to illness, it should be intimated to the class teacher through e-mail.
- Follow the 20-20-20 rule:
 - After every 20 minutes, look 20 feet away from the screen for 20 seconds.
- Follow the break time as mentioned in the timetable. Eat healthy and nutritious food. Keep a bottle of water next to you.
- Strict disciplinary actions, including the removal from the roll, will be taken on the students who violate the above guidelines. Please remember, Cyber Security Law is applicable to these platforms. It is the prime duty and responsibility of the parents to take care and instruct their wards to strictly abide with the code of conduct mentioned above.


Pramod Mahajan
Principal
Sharjah Indian School

