



**\*\*\*PLEASE KEEP THESE DOCUMENTS IN AN EASILY ACCESSIBLE LOCATION!!!\*\*\***

Dear Families of Elementary School Families,

*This letter is to give you information about what to expect when a **remote day is called due to a weather emergency (e.g. snow days, flooding, etc.)**.*

There is a separate/different packet in the case of a full closure for remote instruction so please keep them both in a safe place that they can be easily accessed.

***Overall Expectations:***

- Teachers will post recorded lessons by 9:00 AM.
- Teachers will be available for two hours of live office hours. Those hours will also be posted in Google Classroom by 9:00 AM.
- Assignments will be posted in Google Classroom by date.
- All work is due by the due date and time listed for each assignment.
  - If work is not completed by the due date, the student will receive a zero.
- Attendance is completed by answering the attendance question listed for each day.
  - Attendance needs to be submitted by midnight each day or your child will be marked absent.
- If you have any issues answering the attendance question, please email Rachel Zimmerman at [zimmermanr@udasd.org](mailto:zimmermanr@udasd.org) or call (717) 362-6620 and leave a voicemail.

***Parent Expectations:***

- Check your child's assignments daily and ensure that they are completing all assignments.
- Check Google Classroom daily for announcements.
- Help your child, but please do not complete the work for them.
- If you have any questions regarding technology, please contact the UDASD Student HelpDesk at [studenthelpdesk@kids.udasd.org](mailto:studenthelpdesk@kids.udasd.org) or (717) 362-8134 x488.
  - If you do not hear back, please contact the elementary school office and leave a voicemail detailing your issue.
- If you have questions specific to your student's work/assignments, please contact their teacher.