



*****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.**).*

Overall Expectations:

- Teachers will post assignments and/or 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, Remind or DoJo by 9:00 AM.
- 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 Alex Weygand at weyganda@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.
 - 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.
- **If you do not have access to the internet at home, please make sure to contact your child's teacher ASAP so that they can send home paper work and/or alternate instructions if needed.**
 - This contact must be made at least a few days prior to the remote day so that the teacher can prepare what is needed so please reach out asap since we can't predict when a remote day will be called.