



## Distance Learning FAQs

### **How do I talk to my child(ren) about Distance Learning?**

Depending on your child(ren)'s age, the amount of detail you may want to go into about why the School is moving to distance learning may vary. Perhaps reassure your child that everything will be okay and explain that even though the school day will take place from home, there will still be many opportunities to interact with classmates and teachers. You may also want to assure your child that the closure of Green Hedges is temporary and that they will return to school when it is safe to do so.

### **Who do I contact if I have a question during Distance Learning?**

Homeroom Teacher or Advisor if you have a question about an assignment or class

Technology - Carl Hutzler or Alison Matthews, [help@greenhedges.org](mailto:help@greenhedges.org)

Billing - Tom Mast, [tmast@greenhedges.org](mailto:tmast@greenhedges.org)

Distance Learning Plan - Lisa Pence, [lpence@greenhedges.org](mailto:lpence@greenhedges.org)

Attendance - Wanda Green, [wgreen@greenhedges.org](mailto:wgreen@greenhedges.org)

Communications - Urmila Oberoi, [uoberoi@greenhedges.org](mailto:uoberoi@greenhedges.org)

Admissions & Financial Aid - Katherine Vazquez, [kvazquez@greenhedges.org](mailto:kvazquez@greenhedges.org)

Development & Parent Association - Bridget Parke, [bpinke@greenhedges.org](mailto:bpinke@greenhedges.org)

All other questions Head of School - Jennifer Bohnen, [jbohnens@greenhedges.org](mailto:jbohnens@greenhedges.org)

### **What if my child (or parent) needs technology help during distance learning?**

Please contact [help@greenhedges.org](mailto:help@greenhedges.org) for technical issues. Our IT Coordinator, Carl Hutzler or Alison Matthews, will respond to your request in a timely manner.

### **Is the main phone number still operating?**

Yes, Wanda Green, School Registrar and Receptionist, will continue to answer the school phone daily from 8:00 a.m. to 3:30 p.m. GHS school phone number is (703) 938-8323.

### **My child left an item at school, how can I retrieve it?**

Please contact [Wanda Green](mailto:wgreen@greenhedges.org) so we can work out curbside pickup if the item(s) needed are crucial to your child's school work at home.

### **Will you be recording attendance?**

Yes, teachers will record attendance every morning. If your child must miss school, please email your homeroom teacher or advisor and [Wanda Green](mailto:wgreen@greenhedges.org).

### **What is the status for GHS events and field trips?**

All events hosted by GHS or scheduled to be held at GHS are canceled. All field trips are canceled. We are in the process of planning for the Charlotte Mathias Day Awards Ceremony and Graduation. More details to follow.

### **What is the type and frequency of communication that I can expect to receive from GHS?**

- Jenn Bohnen, Head of School, will hold weekly remote office hours with families starting the week of April 6, 2020.
- Lisa Pence, Assistant Head of School, will hold weekly remote office hours with families starting the week of April 6, 2020.
- Jenn Bohnen and Lisa Pence will host Parent Coffees via Zoom.
- Jenn Bohnen and Lisa Pence will hold weekly remote Openings and Closings starting the week of April 6 for students and parents.
- Homeroom Teachers and Advisors will hold remote office hours for parents and students in Montessori through Grade 8 and will make regular phone calls to their students.
- Homeroom Teachers will send a weekly overview for the coming week to families on Sundays.
- The Head of School will communicate weekly on Tuesdays through email or video.
- WAAG will continue on a weekly basis.

### **Will families receive a tuition refund while students are not on campus?**

Our faculty and staff are more committed than ever to providing the best Distance Learning Plan. Distance learning requires an all hands-on-deck approach with our technology team, faculty, and administrative staff putting in countless hours to ensure our students have the optimal learning environment at home. Teaching and learning will continue, Green Hedges will continue to live its mission, and we will maintain the campus in anticipation of our return. For these reasons, we are unable to refund tuition. Families who may be facing financial difficulties due to the economic impact of the COVID-19 pandemic should contact Jenn Bohnen, Head of School.

Our mission is to inspire young people of talent and promise to develop clear values, a desire for wisdom, and an appreciation for all endeavors which broaden the mind and enlighten the spirit. We are fully committed to living our mission in the midst of this local and global crisis.

### **How will distance learning work for students?**

Visit the GHS [Distance Learning Information section of our website](#) to find out what learning looks like at GHS for different grade levels.

### **Will my child be on a screen all day long?**

Absolutely not. The amount of screen time will vary by the child's age and grade. Our creative teaching faculty have designed a distance learning plan that is developmentally appropriate. Breaks, off-screen time, wellness, physical activity, and daily class meetings and advisory meetings are all part of the Distance Learning Plan for our students.

## **Bandwidth**

With the potential of multiple devices being used simultaneously in a home, bandwidth could be taxed. It will be helpful if parents **monitor** to prevent students streaming or playing video games (Netflix, Fortnite, etc.) while another is having class via Zoom.

## **How can I support my children during distance learning?**

GHS understands that a shift to a distance learning approach will require our students and families to make adjustments. Yet a continued **partnership** with parents and guardians can play a vital part of ensuring the success of the plan. The administrative team, the faculty, and the technology team are all available to support and guide students (and parents/guardians/caregivers) should they need help. Below are some guidelines for parents/guardians/caregivers to help students achieve success with distance learning. Overall, we encourage you to embrace this time at home as a new adventure with great possibilities.

### ***Enjoy your family!***

#### **1. Establish a Regular Schedule for Your Child & Stay Engaged with their Learning**

Once distance learning is initiated by the School, it will be important for parents/guardians/caregivers to help students establish and maintain a **routine and structure** for their day, beginning with a **regular bedtime and wake-up time each day**. While some of our students may want to stay up late and sleep in, establishing a regular school day routine will help your child retain a sense of normalcy and stay engaged in learning. Be sure to help your child **build in “breaks”** during the school day, encouraging them to stand up and move around so they are not remaining sedentary throughout the day. Begin and close each “school day” with a brief **check-in** as well as checking in throughout the day at regular intervals to ensure that your child is successfully engaging with their teachers, classes, posted lessons, and assigned activities. Reach out to your child’s teacher if you observe your child struggling to stay focused. Setting **clear expectations** with your child about regular school day hours will help your child maintain a schedule and stay on top of his/her schoolwork.

#### **2. Create a Study Space for Your Child**

Productive learning relies on a conducive environment. We recommend that you create a **separate, quiet space** in your home for your child to study. The family room sofa with close proximity to a television or your child’s bedroom may not be the optimal place for your child to learn. We recommend that you choose an open area in the family living space (kitchen table, dining room, etc.) to **avoid isolating** your child and to allow parents/guardians to monitor your child’s learning and screen activity. A room with **strong wireless connection** will also be important.

#### **3. Stay in Communication with your Child’s Teachers**

Your child’s teachers will maintain regular communication with parents/guardians/caregivers. The frequency of the communications will depend on your child’s age, developmental stage, and level of independence. While teachers are available as resources for your child and for you, please keep in mind that our teachers will need to be in regular email communication with all of

their families, so we ask that you be mindful when communicating with teachers, strive to be succinct, and focus on the essential. ***Please use email as your primary method of contact with teachers.***

#### **4. Encourage Independence and Allow for Productive Struggle**

Stay engaged in your child's learning by asking them questions and having them share their thoughts while ***encouraging their independence*** so they can take ownership of their own learning. Some ***productive struggle is essential*** to learning, so we ask that parents allow their children to grapple with problems and come up with ideas for tackling them. Stepping in too quickly to help solve problems will deprive your child of the opportunity to learn, try new approaches, and gain greater independence and confidence. If your child becomes discouraged and/or overwhelmed by schoolwork, please reach out to your child's teachers, advisors, or counselors.

#### **5. Help your Child Maintain Social Contact with Peers**

It will be very important for your child to stay in social contact (through virtual means) with their friends and peers during distance learning periods. Encourage your child to interact with friends through Facetime or through phone conversations. They can form study groups created by their teachers or informal groups that they develop on their own. Social interactions, such as virtual lunch buddies, will help your child ***stay connected*** and feel a part of the School community.

#### **6. Wellness: Encourage Physical Activity and Movement and Monitor Student Stress**

Physical movement and exercise are vital to maintaining physical and mental health, reducing stress and anxiety, and improving concentration and focus for more effective learning and retention. The health and wellness of our students is of the utmost importance to us, and so we have worked with our PE department to set aside time everyday for students to maintain a healthy level of activity with breaks throughout the day and built-in time for physical education. Parents can partner with the school by ***checking in on their child's physical activity*** and ensuring that they participate in the activities provided.

#### **How will the school determine learning goals and outcomes for my child?**

For the first week or two after our return to school, teachers and students will review materials and skills covered earlier in the year as they adjust to their new "classroom" environment. Across the School and at each grade level, teachers and students will recognize and discuss the challenges and opportunities of distance learning. This trial period will give teachers a chance to assess what works and what doesn't, and then, with our grade-level curricular goals in mind, use that information to design and present lessons and activities that best serve and engage their students. Developing and reinforcing skills in reading, thinking, writing, and speaking inform work in Language Arts, while number sense, conceptual understanding, reasoning, and problem solving guide instruction and learning in Mathematics.

Our goal is to challenge students appropriately, and we are mindful that each child will experience this more independent model differently. What some students find exciting about the new format may cause others frustration. Students may find themselves asking for support for

the first time -- or asked by their teacher to provide feedback on what is working well and what isn't. We will do our best to identify and use approaches that allow every student to hit their stride and have a positive and rewarding learning experience.

We anticipate that our entire team of teachers and administrators will be in a continual cycle of design, implementation, gathering feedback, assessing, and adjusting as we strive for healthy student involvement, understanding, and progress. We also are committed to train for and adopt evolving best practices and resources from the ever-expanding and professionally endorsed menu of platforms, apps, and tools available for instructing and learning in this format.

Our priorities? Preserve and cultivate the joy, curiosity, and spirit of creativity that are the essence of our School culture, retain and build on essential learning and skills, and help our students, as they make academic progress, keep their love for school and for the many dimensions of their education.

**How can I give feedback to the school about the distance learning experience?**

We ask everyone in the GHS community to be patient, flexible, and adaptable during the roll out of the GHS Distance Learning Plan. We'd like to live and breathe the plan for at least a week and will provide families with a survey to gather feedback to adjust the plan. We're all in this together to provide the best for our students.