



5 April 2020

Dear Middle School Parents and Students,

We are hoping that this letter finds you and your families happy and healthy. We were all hoping that we would have a return to a normal school routine this year. However, given the announcement from the Ministry of Education that school closure has been extended until August, BIS have made further adjustments to BIS E- Learning program expectations to ensure the successful continuity of learning.

If you decide that your child will continue with e-learning, then we would like to highlight the following information for your child to be **successful**.

Online workload

- The focus of our e-learning will be on the core essential standards for each subject.
- Staff will follow the approach of being flexible and accommodating
- The amount of printed material will decrease significantly with the new “live” sessions being added
- All work given will be intentional and of high quality.
- Students who submit work late will not be penalized as long as it is submitted within a reasonable time-frame
- There will be no quizzes or tests.
- Middle School students will be graded on the following e-learning categories:

| POWERSCHOOL | | |
|---------------------------|----------|--|
| MIDDLE SCHOOL | | |
| CURRENT CATEGORIES | % | E-LEARNING CATEGORIES |
| Quizzes | 10% | Online attendance |
| Tests | 20% | Online participation |
| Classwork | 35% | Submission of work |
| Homework | 10% | Written response to online discussions |
| Exams | 15% | E-learning effort |
| Projects | 10% | Projects/Research |

“Live” classes will be from Mondays to Thursdays. (**Schedule attached**)

(30 minutes per session)

- English / Math 3x week
 - Science, Arabic and Islamic/Qu’ran 2x week
 - Social Studies 1x week
 - PE / Art / IT 1x week
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- Work will be posted on Sundays by 12 noon for parents and students to adequately plan and prepare for the upcoming week.
 - Requests for individual academic support should be addressed directly with the relevant teacher.
 - Teachers will invite students to small group / IEP sessions on the schedule as per need.

Grading

- For those students who participated from March 2, 2020 and stopped, or for students who have not participated but who wish to continue with e-learning, an opportunity to submit missing work will be offered from now until Tuesday, 14 April 2020, with flexibility for students and families.
- Teachers will identify essential assignments missing for students to submit.
- A list of missing graded assignments per grade/subject will be sent to parents/students.
- Grades for outstanding work to be submitted by 14 April will only reflect in PowerSchool during the week of 19 April, as we expect much work to be submitted.
- **Please wait until the week of 19 April before contacting teachers specifically about grades.**

Attendance:

- Attending the weekly live lessons is paramount to successful e-learning as new concepts will be introduced.
- Student attendance for live sessions will be recorded weekly.
- The school will follow up with students if there are patterns of irregular attendance or submission of work.

Assignments

- English / Math 2 graded assignments per week
- Science / SS 1 graded assignments per week
- PE / Art / IT 1 graded assignment per week
- Arabic and Islamic 1 graded assignments per week

To ensure quality online teaching, we kindly request your support as parents in the following matters:

- Please reinforce the online etiquette for attending live sessions. Respectful online behavior will ensure quality teaching during these sessions.
- Students who do not follow the online expectations for virtual lessons will be dismissed from the lesson.
- Please ensure that your child joins the online lessons on time.
- Set reminders for when your child's virtual lesson will be.
- For MS students, virtual **lessons will be locked after 10 minutes** to prevent anyone new from joining as to ensure a productive lesson for those who joined on time.

Teachers will communicate directly with students through Google Classroom and/or PowerSchool regarding assignments, deadlines, and expectations. **Teachers will continue to hold office hours between 9:00 a.m.-2:00 p.m., Sunday-Thursday.**

We believe it is in the best interest of our students to be engaged in continuing learning even though we are not physically on campus. All teachers are committed to the e-learning program and providing the best support possible.

We wish you and your families health and safety during this time.

Respectfully,

Kandas Bothas
Principal

Mary Thomas
Middle School Coordinator

***To be assigned** and scheduled by teachers

Grade 6

| Time | Sunday | Monday | Tuesday | Wednesday | Thursday |
|-------------|--|------------------|-----------------|-----------------|-----------------|
| 9:00-9:30 | No scheduled classes Staff available via office hours, 9 am - 2 pm. | Math | Writing | Math | Writing |
| 9:45-10:15 | | Islamic | IT/Art | Islamic | Math |
| 10:30-11:00 | | Writing/Spelling | Arabic | Science | Science |
| 11:15-11:45 | | ELA | ELA | PE | ELA |
| 1145:-12:15 | | Lunch Break | Lunch Break | Lunch Break | Lunch Break |
| 12:30-1:00 | | Small group/IEP | Small group/IEP | Social studies | Arabic |
| 1:15-1:45 | | Small group/IEP | Small group/IEP | Small group/IEP | Small group/IEP |

Grade 7

| Time | Sunday | Monday | Tuesday | Wednesday | Thursday |
|-------------|--|-----------------|------------------|-----------------|-----------------|
| 9:00-9:30 | No scheduled classes Staff available via office hours, 9 am - 2 pm. | Science | IT/Art | Science | Small group/IEP |
| 9:45-10:15 | | Math | Math | Math | Small group/IEP |
| 10:30-11:00 | | Writing | Writing/spelling | Writing | ELA |
| 11:15-11:45 | | Islamic | Arabic | Islamic | PE |
| 1145:-12:15 | | Lunch break | Lunch break | Lunch break | Lunch break |
| 12:30-1:00 | | Small group/IEP | Social Studies | ELA | Small group/IEP |
| 1:15-1:45 | | ELA | Small group/IEP | Small group/IEP | Arabic |

Grade 8

| Time | Sunday | Monday | Tuesday | Wednesday | Thursday |
|-------------|--|-----------------|------------------|-----------------|-----------------|
| 9:00-9:30 | No scheduled classes Staff available via office hours, 9 am - 2 pm. | Islamic | Islamic | Small group/IEP | PE |
| 9:45-10:15 | | Writing | Writing/spelling | Writing | ELA |
| 10:30-11:00 | | Math | Social Studies | Math | Math |
| 11:15-11:45 | | Small group/IEP | IT/ Art | Science | Science |
| 1145:-12:15 | | Lunch break | Lunch break | Lunch break | Lunch break |
| 12:30-1:00 | | ELA | ELA | Arabic | Small group/IEP |
| 1:15-1:45 | | Small group/IEP | Arabic | Small group/IEP | Small group/IEP |