



Saint Bridget Catholic School  
Guided Learning Plan  
for Prolonged School Closure

## Guiding Philosophy

The purpose of this document is to provide guidance and information for students and families about the continuation of learning in this prolonged school closure. We hope that you will find this resource helpful as we transition to Guided Learning. Teachers in both buildings have developed learning plans using best practices that are in alignment with the age and developmental level of our students. Our primary goal is to provide our families with a calm, consistent, and engaging experience as they transition to learning from home. We aim to provide the best experience possible for our students while offering flexibility. We will actively monitor our Guided Learning program and make adjustments as needed.

For students in grades 4-8, Google Classroom will be the primary method of instruction. The primary method of communication for grades JK - 3 will be parental and student email. We recognize that each family will have different circumstances and we will work with you to ensure your family has the support needed.

Please know that we are committed to ongoing evaluation and improvement of this plan. We will continue to monitor, evaluate and refine it to ensure the best possible experience for students, families, and staff.

## Guided Learning Contacts

If you have general questions or suggestions regarding Guided Learning, please contact us at [information@saintbridget.org](mailto:information@saintbridget.org). This email is checked regularly, and the appropriate individual will respond to you in a timely manner. As always, you may contact your child's teacher or any of the building administrators.

If you have a question about...	Please contact...
a learning activity or course assignment.	Your child's teacher
a technology issue or support.	Eric DeBoer (4th-8th) <a href="mailto:edeboer@saintbridget.org">edeboer@saintbridget.org</a>  Akela Silkman (JK-3) <a href="mailto:asilkman@saintbridget.org">asilkman@saintbridget.org</a>
a student learning concern.	Melanie Dooley (JK-2) <a href="mailto:mdooley@saintbridget.org">mdooley@saintbridget.org</a>  Lauren Hill (3-5) <a href="mailto:lhill@saintbridget.org">lhill@saintbridget.org</a>  Kathleen Mackey (6-8) <a href="mailto:kmackey@saintbridget.org">kmackey@saintbridget.org</a>
a student support concern.	Kathleen Ellis <a href="mailto:kellis@saintbridget.org">kellis@saintbridget.org</a>  Erin Hurley <a href="mailto:ehurley@saintbridget.org">ehurley@saintbridget.org</a>

## Core Tools

Tool	Audience	Description
Email	Parents Students	Email will be used for major communications from the Administration and teachers; although teachers may use other channels to communicate as well.
FACTS SIS (formerly RenWeb)	Parents	FACTS SIS (formerly RenWeb) will serve as our primary tool to communicate learning activities and academic progress.
Google Classroom	Students, grades 4-8	Google Classroom will serve as our core learning platform for grades 4-8.
<p>Additional Resources for Extension:</p> <p>Reading AtoZ SeeSaw Prodigy RazKids YouTube</p> <p>Other resources may be provided by individual teachers.</p>		

## Recommendations for Students and Parents

### Tips to Support Your Child:

- Organize a dedicated learning space at home with all the materials your child will need to work efficiently. This should be a common, quiet space with internet access where your child can be supervised.
- If your child will be using the webcam, please review the surroundings. All video conferencing and recording should be done in a common space with a neutral background, if possible.
- Please help your child develop a daily schedule with reminders to take regular breaks from work and digital devices. Suggested schedules are available upon request.
- Please help your child keep a regular bedtime and engage in physical activity as often as possible.
- Check-in with your child regularly throughout the day.

## Primary (Grades JK-3) Guided Learning Plan

Teachers have planned activities connected to our curriculum guided by clear learning objectives. Teachers will share a plan of these activities by 9AM on Monday mornings. Any items that need to be provided to the teacher are due by Friday afternoon. Teachers will reach out to families periodically throughout the week.

There will be a balance between digital and non-digital activities. The primary form of communication between teachers and families will be parental emails. We recognize every family's circumstances are different and that completion of some of these activities will require increased parent supervision and engagement. We request parents partner with teachers by providing support in the following ways:

- Monitor email updates daily.
- Share the learning activities with your child and check in regarding progress.
- Contact your child's teacher with questions or concerns.

Parents will be asked to return some of the provided activities so teachers can monitor student progress.

Key Points:

- The official School Calendar will be followed. Therefore, previously identified days set aside as Student Holidays will remain holidays and no assignments will be given on these days.
- The Specialists teachers will provide a choice board, similar to TIC-TAC-TOE. These activities are optional, but provide great opportunities for "non-academic" learning.

## Sample Template of Weekly Schedule

Subject	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Language Arts</b>  *Students should be reading ____ minutes a day in addition to their daily reading work.	<u>Reading:</u>  <u>Writing:</u>  <u>Word Study:</u>	<u>Reading:</u>  <u>Writing:</u>  <u>Word Study:</u>	<u>Reading:</u>  <u>Writing:</u>  <u>Word Study:</u>	<u>Reading:</u>  <u>Writing:</u>  <u>Word Study:</u>	<u>Reading:</u>  <u>Writing:</u>  <u>Word Study:</u>
<b>Math</b>	<u>Mini-Lesson</u> :  <u>Practice:</u>	<u>Practice:</u>	<u>Mini-Lesson:</u>  <u>Practice:</u>	<u>Practice:</u>	<u>Mini-Lesson</u> :  <u>Practice:</u>
<b>Religion</b>	Activities defined by the teacher.				
<b>Science/ Social Studies</b>	Activities defined by the teacher	No Assignment	Activities defined by the teacher	No Assignment	Activities defined by the teacher

## Intermediate (Grades 4-5) Guided Learning Plan

Teachers have planned activities connected to our curriculum guided by clear learning objectives. Teachers will share a plan of these activities by 9 AM on Monday mornings. Any items that need to be provided to the teacher are due by Friday afternoon. Teachers will reach out to families periodically throughout the week.

The primary form of communication between teachers and families will be Google Classroom and student/parental emails. We recognize every family's circumstances are different and that completion of some of these activities will require increased parent supervision and engagement. We request parents partner with teachers by providing support in the following ways:

- Check-in with your child regarding progress as he/she gets used to virtual learning.
- Review the weekly email from your child's teacher with your child.
- Contact your child's teacher with questions, concerns, and suggestions.

Students will be asked to return some of the provided activities so teachers can monitor student progress. Many of these grades will be reflected in Google Classroom.

### Key Points:

- Language Arts and Math will meet daily (Monday – Thursday), Religion and Social Studies/Science will alternate. Fridays will be used as a “catch-up day.”
- The official School Calendar will be followed. Therefore, previously identified days set aside as Student Holidays will remain holidays and no assignments will be given on these days.
- Teachers will set aside two consistent “office hour” times each day – one in the morning, the other in the afternoon. During these times, they will be available to students/parents.
  - Teachers will share “office” hours directly with families/students.
- The Specialists teachers will provide a choice board, similar to TIC-TAC-TOE. These activities are optional, but provide great opportunities for “non-academic” learning.



## Sample Template of Weekly Schedule

Subject	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Language Arts</b> *Students should be reading _____ minutes a day.	Combination of Reading, Writing, Grammar and Word Work/ Vocabulary	Combination of Reading, Writing, Grammar and Word Work/ Vocabulary	Combination of Reading, Writing, Grammar and Word Work/ Vocabulary	Combination of Reading, Writing, Grammar and Word Work/ Vocabulary	Check-in and Catch-up for All Classes (No new instruction)
<b>Math</b>	Lesson and/or Practice	Practice	Lesson and/or: Practice	Practice/ Assessment	
<b>Religion</b>	Activities defined by the teacher.				
<b>Science/ Social Studies</b>	No Assignment	Activities defined by the teacher.	No Assignment	Activities defined by the teacher.	

## Middle School (Grades 6-8) Guided Learning Plan

All assignments and resources will be linked on your child's Google Classroom. We strongly encourage students to visit with teachers during virtual "office" hours. This is an excellent opportunity for students to ask questions, seek guidance, and stay connected.

### Key Points:

- Language Arts and Math will meet daily (Monday – Thursday), Religion and Social Studies, Science and World Language will alternate. Fridays will be used as a "catch-up day."
- Each class is limited to a total student work time of 45 minutes – this includes instruction AND individual student practice. Students should have a maximum of three hours TOTAL content learning time each day.
- Teachers are asked to provide direct instruction at the beginning of every lesson – instruction will not solely rely on videos from other sources, followed by worksheets.
- Assignments for the day will be posted by 9 AM and will be due to by 12 NOON the following day. They will be posted in both Google Classroom and RenWeb/FACTS.
- The official School Calendar will be followed. Therefore, previously identified days set aside as Student Holidays will remain holidays and no assignments will be given on these days.
- A template of a "student organizer" is shared below. This might be a helpful tool for students to manage the different classes and different lessons.
- Teachers will set aside two consistent "office hour" times each day – one in the morning, the other in the afternoon. During these times, they will be available to students/parents.
  - Teachers will share "office" hours directly with families/students.
- The Specialists teachers will provide a choice board, like Summer Bingo. These activities are optional, but provide great opportunities for "non-academic" learning.

### Grading:

Many of the activities teachers assign will be graded. These grades will be posted in FACTS/RenWeb. Any assignment that is not submitted by the due date will be marked as "M" - missing. A missing assignment earns zero (0) points. Students will have two weeks from the date the assignment was due to convert the "M" to an earned numerical score. After the two week period, the "M" will be converted to an "I" - incomplete. Once the grade on an assignment has been converted to an "I," the assignment cannot be resubmitted. The "I" will remain in the grade book for the remainder of the marking period. At the end of a marking period, students may earn a final score of either a numerical grade or an "I." Teachers will determine the final score by reviewing all grades earned during the marking period, taking into account both earned numerical values and "I's."

## Expectations for Students:

- Establish daily routines for engaging in learning.
- Identify a comfortable, quiet space in your home where you can work effectively and successfully.
- Regularly check email and Google Classroom for announcements, assignments, and communications from your teachers.
- Complete assignments with integrity and academic honesty, doing your best work
- Follow the [Saint Bridget Technology Acceptable Use Policy](#).
- Do your best to meet timelines, commitments and due dates.
- Communicate proactively with your teachers if you have questions, are unable to meet deadlines, or if you need additional support.

We request Middle School parents partner with teachers by providing support in the following ways:

- Check-in with your child regarding progress as he/she gets used to virtual learning.
- Review FACTS SIS (formerly RenWeb) regularly to monitor grades and assess progress.
- Review weekly emails from administration and/or teachers.
- Contact your child's teacher with questions, concerns, and suggestions.

## Template of Student Organizer

Week of:

<b>SUBJECT</b>	<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>
Language Arts					
Math					
Social Studies					
Science					
Foreign Language					
Religion					

## Template of Weekly Schedule

45 minutes per class (maximum) to include instruction and student work

### 6th Grade

Monday	Tuesday	Wednesday	Thursday	Friday
Math	Math	Math	Math	Check-in and Catch-up for All Classes (No new instruction)
Language Arts	Language Arts	Language Arts	Language Arts/ Grammar	
Science	Social Studies	Science	Social Studies	
World Language	Religion	World Language	Religion	

### 7th Grade

Monday	Tuesday	Wednesday	Thursday	Friday
Math	Math	Math	Math	Check-in and Catch-up for All Classes (No new instruction)
Language Arts	Language Arts	Language Arts	Language Arts	
Science	Social Studies	Science	Social Studies	
World Language	Religion	World Language	Religion	

### 8th Grade

Monday	Tuesday	Wednesday	Thursday	Friday
Math	Math	Math	Math	Check-in and Catch-up for All Classes (No new instruction)
Language Arts	Language Arts	Language Arts	Language Arts	
Social Studies	Science	Social Studies	Science	
Religion	World Language	Religion	World Language	

## Additional Resources

[Schools are Closing. Now what?](#)

[What resources do parents have?](#)

[Mo Willems Daily Doodle](#)

[Wide Open School](#) from Common Sense Media

Faith Resources:

[Saint Bridget Church daily mass](#)

[Children's Leaflet for Sunday mass](#)

Age-appropriate media suggestions from Common Sense Media to keep the whole family engaged:

- [Best Music Apps and Games for Kids](#)
- [New Kids' TV Shows](#)
- [50 Books All Kids Should Read Before They're 12](#)
- [Best Family Movies](#)
- [Common Sense Selections](#) highlighting the best movies and TV shows
- [Sibling Watch-Together TV](#)
- [Best Documentaries for Kids and Families](#)

Tools to help keep kids focused and learning at home:

- [17 Apps to Help Kids Stay Focused](#)
- [Apps That Act Like Math and Science Tutors for Homework Help](#)
- [Free Educational Apps, Games, and Websites](#)
- [Top Time-Management Apps](#)

Stress-management Resources:

- When everything feels overwhelming, check out [tips for taking in rapidly changing news](#).
- De-stress together with [meditation apps for kids and families](#).
- Get the blood flowing and elevate the mood with these [25 dance games](#) (you might need to buy a special control from Amazon).
- [Apps, websites, and video games](#) that inspire running, jumping, and more to stay active.

## Digital Literacy Resources

[Amazon](#)

[Apple Books](#)

[Barnes & Nobles](#) (Nook)

[BookBub](#) A really neat site where you can build a book profile and you will get a daily email of any books that are daily deals from the above mentioned providers.

[Book Perk](#) This site provides materials for \$0.99-\$4.00 from sources such as Amazon, B&N, Apple Books, Google, etc.

[Book Riot](#) This is a book recommendation site, which has daily deals where you can download books under \$2.00. (Our very own Mrs. Willoughby has written articles for this site).<https://bookriot.com/2017/08/28/free-books-online/>

[Chesterfield County Public Library](#)

[Disney Digital Books](#)

[Epic Books](#) Access to over 35,000 books and videos for students 12 and under.  
<https://bookriot.com/2017/08/28/free-books-online/>

[Goodreads](#) Build your own bookshelves, track your progress. See what others are reading. Read peer reviews.

[Henrico County Public Library](#)

[Pizza Hut Book It Program](#) This is more for reading activities and printable resources. They sometimes offer access to a limited amount of books for free. (Usually about three per year).

[Powhatan County Public Library](#)

[Scholastic eBooks](#)

[Richmond Public Library](#)

[Skybrary](#) (Originally Reading Rainbow) Hosted by Levar Burton. Contains interactive books by categories, as well as, supplemental videos.

[Wattpad](#) A free site that allows potential authors to post materials and have others edit or critique the work. (Interactive). Read thousands of compositions for free. Some works have been published and even made into movies.

World Language Resources:

[Rockalingua: Spanish Lessons and Learning for Kids](#)

[Spanish Playground: Spanish Learning](#)

<https://www.duolingo.com/> for French and Spanish