



## Mount Airy Christian Academy

Providing an excellent education from a Christian Worldview

# Remote Learning Procedures & Class Schedules

## Elementary & Secondary

**Any student that is home ill or on quarantine may sign up for online learning as follows:**

### ELEMENTARY

If your child is absent due to illness and you wish to have your child work with the resource teacher for ELA (reading, English, phonics) or math during the school day, please indicate this on the online absentee form inside your FACTS Family Portal **NO LATER THAN 7:30 AM** and email your child's classroom teacher. Teacher email addresses can be found inside your FACTS Family Portal (under "School" → "Directory," choose "Staff," then search the teacher's last name). Resources for that day will be uploaded to your child's teacher's Google Classroom. The resource teacher will also have access to those materials.

If the child is likely to be absent for an extended period of time, please notify the office **and** the child's teacher. The teacher will then gather items to be picked up from the school. Arrangements for pickup can be made with the office.

The resource teacher will guide the children during the assigned time, answer any questions, and assist in learning, but will not teach the entire lesson. Below is the scheduled time for resource teacher availability for each grade level:

<b>Kindergarten</b>	8:30–9:20	Your child has already received an invitation to a Google Classroom from the resource teacher that enables him/her to enter the Google Meet during the scheduled time. If your child has not yet accepted the invitation, please be sure to do so. This will allow your child to join the resource teacher's classroom should the need arise.
<b>Grade 1</b>	9:30–10:20	
<b>Grade 2</b>	10:30–11:20	
<b>Grade 3</b>	11:30–12:20	
<b>Grade 4</b>	1:00–1:50	
<b>Grade 5</b>	2:00–2:50	

### SECONDARY

Absences due to illness or quarantine have the option to participate in online learning. Please indicate this on the online absentee form inside your FACTS Family Portal **NO LATER THAN 7:30 AM** and email your child's first-period teacher. Your child's class schedule/teacher can be found inside your FACTS Family Portal under "Student" → "Schedules." If you have more than one student, use the drop-down to choose the correct student. Teacher email addresses can also be found inside your FACTS Family Portal (under "School" → "Directory," choose "Staff," then search the teacher's last name).

Click the following link to view the secondary class schedule to ensure your student logs on at the correct class times. (Use the schedule marked "Regular." Chapel days, half days, and delay days labeled separately.)

**[SECONDARY CLASS SCHEDULES >>](#)**