



NORTH YARMOUTH ACADEMY

Hello, Middle School!

As we transition to remote learning, we need to consider expectations and etiquette for our online classes and when “meeting” with others during the school day. To bring your best to each online session, please:

- Find a quiet place where you are able to concentrate, hear and speak clearly, and participate fully. You may choose the spot that works best for you (but no bathroom, please! 😊).
- Do not have music, video, TV, or other noise-producing items on as these may be distracting to you, your classmates, and your teachers.
- Use headphones if necessary to cancel out background noise, but only if your teacher gives the okay.
- Engage with the screen (this might be the only time you hear your teachers say this!) and be sure to keep your focus on the person speaking.
- Avoid eating and chewing gum while meeting so you can fully participate. (There are plenty of breaks and independent work time in the remote schedule when you can eat and chew gum!)
- Dress according to this modified **remote dress code**: Relaxed dress down day attire is fine, but remember to keep things “school appropriate” (no bare midriffs, tank tops, or sports bras; shirts must be worn; no inappropriate graphics on clothing; no hats (it’s hard to see your eyes with hats on and we want you to engage). If you stay in sleep-wear, please be sure that it is appropriate (but as Sully says, “come on, people, get up and shower!”).
- Remember that a little personal grooming would be greatly appreciated, especially by your family who is at home with you, so please brush your hair and teeth before classes each day. 😊
- Make sure that you have all texts, assignments, and supplies ready at hand, just as you would in the classroom.
- Do not answer your phone, text, check email, watch YouTube, shop online, listen to music, play games, watch a show/movie, or do anything not related to the class activities while class is taking place.
- Follow your teacher’s instructions for class participation (Does she want you to have video on at all times? Microphones on or on mute? Should you use the “chat” format to ask questions while she’s speaking? Can you “chat” with classmates while the teacher or another peer is speaking? Should you ask before stepping away (e.g. to go to the restroom) or just quietly take a break?). These may differ from teacher to teacher and day to day, so be sure to ask if you aren’t sure of the class protocol.
- Note that it is generally considered good practice to **mute your microphone** when you are meeting in large groups so external sounds are not picked up and distract other participants.
- Remember that, even if you are in a room by yourself, you are not alone. When video chatting, **you must assume that you are being viewed at all times**. Classes also will often be recorded for classmates who are unable to attend.
- Do not allow anyone to sit in on a class unless your teacher gives prior permission.
- Do not record, screenshot, share, or post anything from classes without explicit approval and permission of your teacher and/or other participants.
- Approach this new style of learning with an open mind and a positive attitude.
- Treat your classmates, teachers, and the entire NYA community with kindness, compassion, and respect. Although we may not be on campus, school rules and expectations for appropriate behavior still apply. Now more than ever we need to strive to be our best selves and to do all that we can to make each day better and brighter for those around us.

We will continue to provide suggestions and guidelines as we gain more experience in this new format. If you have any questions or need assistance, just ask.

I know that I speak on behalf of all the teachers in saying how much we miss you! Looking forward to seeing you online soon.

Best,
Mrs. Markonish

Marissa Markonish
Head of Lower and Middle Schools