Addendum to Codes of Conduct

A. Face Coverings

As per the July 1, 2020 order from the Pennsylvania Department of Health, face coverings must be worn by students and staff in the buildings at all times.

All students must wear a face covering (cloth mask or face shield) that covers their nose and mouth inside the school and while outside when physical distancing is not feasible.

Children two years and older are required to wear a face covering unless they have a medical or mental health condition or disability, documented in accordance with Section 504 of the Rehabilitation Act or IDEA, that precludes the wearing of a face covering in school. Accommodations for such students should be made in partnership with the student's health care provider, school nurse, and IEP/504 team.

Schools may allow students to remove face coverings when students are:

- Eating or drinking when spaced at least 6 feet apart; or
- When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task; or
- At least 6 feet apart during "face-covering breaks" to last no longer than 10 minutes.

Transparent face coverings provide the opportunity for more visual cues and should be especially considered as an alternative for younger students, students who are deaf and hard of hearing, and their teachers.

The following will be in effect while students are required to wear face coverings in school as per the PA Governor:

- Face Coverings violations - willingly not wearing a face covering with no documented reason to not wear one:

  1st violation - one-week synchronous learning
  2nd violation - two weeks synchronous learning
  3rd violation - one-month synchronous learning

- Any teasing/bullying/false claims of COVID-19/etc.

  1st violation - one week synchronous learning
  2nd violation - two weeks synchronous learning
  3rd violation - one-month synchronous learning

B. Synchronous/Asynchronous Learning

Students are reminded that the use of District owned devices or student owned devices to participate in learning are subject to:

Policy 237: Educational Use of Student Owned Technology Devices

Policy 262: Internet/Email Use by Students

Students who violate these policies are subject to discipline as per the Student Code of Conduct. Parents are not permitted to interfere with any form of online learning. Online learning is between the students and the teacher. The recording of teachers' lessons is prohibited without the knowledge/consent of the teacher. Violations are subject to both school consequences and potential law enforcement consequences.

Remote Classroom Tips

Set up your own study space well in advance of a remote course, lab, or lecture. Make sure you are able to work quietly, in an environment where you can focus without being disturbed. Your work/study space should be appropriate for the school setting.

Be aware that you are on camera, use appropriate language when speaking during remote teaching sessions and conduct yourself no differently than when in a brick and mortar setting.

Comply with the rules your teacher establishes inside the online classroom, e.g. your audio/video settings and how to ask questions or interject during a live session.

Communication Outside of Remote Classrooms

Respect the methods and times established by your teacher for contact hours.

Abide by the aforementioned rule on professionalism in all electronic education-related communications.

Frequently check your e-mail and other communication channels provided by your teacher to stay up-to-date with any changes or new information shared with you by your teacher or Keystone Oaks School District.

Accessibility

Where possible, make use of the software provided/recommended by the District to avoid technical issues.

Inform the teacher or administration if you do not have access to a stable Internet connection, and/or your Chromebook/mobile device on which you can attend sessions and hand in assignments.

Privacy and General Data Protection Regulation Compliance

It is prohibited to share documents and/or communication that are exclusive to the course with outsiders or third parties.

Students should respect the privacy and confidentiality rights of others.

Tips in Order to Avoid Unnecessary Pressure on the Network

Do not send or circulate videos unless you are the presenter/teacher.

You can turn off incoming videos to save bandwidth.

Turn off your microphone unless you are speaking. In meetings with multiple people, the teacher may use the 'Mute All' button to conserve bandwidth.

Do not use the background blur if it is not completely necessary.

Turn off your video unless it is necessary (e.g. only the presenter/teacher needs to have their video on).

Do not use live captions unless absolutely necessary.