



Parent/ Guardian: Stay-at-Home Quick Reference Guide

Students in Classes	All students - Monday, Tuesday, Thursday, Friday
Daily Class Schedule	Click here for the bell schedule. It shows the classes students will be expected to Swipe attendance for.
Zoom Meetings	Class periods are 80 minutes in length and will consist of a Zoom meeting for a minimum of at least 60 minutes per class. The additional time may be used for independent work assigned by the teacher or a brief break at the midpoint of class.
How does class attendance work?	Students should Swipe in for every class, and remain in the Zoom meeting until they are dismissed. Tardies will be recorded.
What if my student is sick?	Parents / guardians should call Attendance at (920) 429-6104.
What if our technology does not work?	First, if possible, please notify teachers of classes that are impacted. Then contact techhelp@notredameacademy.com Once the problem is resolved, notify teachers if necessary.
Morning Announcements and Mid-day Prayer	Please join us for the Morning Announcements and Mid-Day Prayer. They will continue to be live streamed on Monday, Tuesday, Thursday & Friday. Please use these links to find the daily live stream: Morning Announcements Mid-Day Prayer
What happens on Wednesday?	Classes do not meet; however, students will have homework to do. Student's advisor will check in, and teachers may meet individually or in small groups with students via Zoom. This is a work day, not a free day.
How does Advisory work?	Each Wednesday, an advisor will contact and check on your student. Expect a Zoom invitation or telephone call. Advisors may periodically reach out to parents, as well.
What is the dress code?	Appropriate, modest dress is required. No pajamas, sweat pants, spaghetti straps. Please do not allow students to be in their bedroom or on their bed for the meeting unless their desk is located in the bedroom.
What happens if my student does not understand something in a class?	Please have the student contact the teacher via email. Teachers will work out how to best meet your student's needs. The teacher may arrange time to meet with the student during office hours - every day between 2:30 - 3:15 p.m. or on Wednesday - or students and teachers may have discussions via telephone or email.
Teacher Office Hour Schedule	Daily from 2:30 - 3:15 p.m. and all day on Wednesday. Students can set up individual meetings for teacher help by just asking teachers. Teachers may also require students to meet during these times.
Stay in Touch with Us	Let us know how you and your student are doing. During the Stay-at-Home time, we are always available via email.
What if my student is COVID-19 positive?	Please email nurse@notredameacademy.com