

EXPECTATIONS FOR VIRTUAL STUDENTS

1. **Daily Announcements/School Wide Information** - Virtual students will be expected to visit the Benton High School web page for important information from BHS administration/counselors, outside vendors (senior rings, school pictures, graduation supplies, etc.) or other information specific to all students. Virtual students are also expected to check their email and HAC *each day*. **Email** will be the first line of communication with teachers and HAC is where students can stay up to date on their grades.
2. **Google Classroom** - Students will be expected to log in to Google Classroom for each class **daily** to receive their content and assignments.
3. **Attendance** - Students will be expected to log in to Google Classroom for each class daily and complete the Daily Attendance Check Google Form in order to be counted present for each class. In order for students to be counted present for each block each day at school, the student must complete the DAILY ATTENDANCE CHECK on the day that attendance is being taken. For example, in order to be counted present in each class on Monday, August 31, the student must complete the DAILY ATTENDANCE CHECK between 12:00 a.m. and 11:59 p.m. on August 31.
4. **Using Technology/Internet Access** - Students will be expected to be able to manipulate all necessary technology required for success in class. In the event of a technology or internet access issue, students will be expected to reach out to the appropriate resource as soon as possible to receive instruction as to what necessary steps must be taken to resolve the issue. In general, the virtual classroom teacher should be the first reference regarding issues. If needed, the tech department or an administrator can assist the student to help resolve the issue. All virtual students are expected to have reliable internet access, however we do understand that issues may arise and we will do everything possible to solve this issue quickly. For attendance purposes, you must make contact with the BHS Main Office at 501-778-3288 on the day the issue arises.
5. **Grades** - All virtual students will be expected to abide by the deadlines set forth by the classroom teacher. In the event that an assignment is turned in late, our Late Work Policy, which is the same for traditional students, will be in effect. If the student has questions regarding their grade, it is expected that they reach out to their teacher.
6. **Communication** - Virtual students will be expected to communicate with their classroom teacher on a regular basis. Email will be the first line of communication with teachers. However, Google Meet, GC feedback, Remind 101, and virtual meetings are some other ways that students can communicate with their teachers. Students can expect to get a response from teachers within 24 hours. Please keep this in mind when reaching out to teachers. We do not expect our teachers to be available to virtual students during class, lunch, meetings, or while on duty. The teacher contract day is from 7:20-3:20. Teachers have been asked to respond during these contract hours, but not before 7:00 a.m. and not after 5:00 p.m.

Summary for Virtual Students

1. **Visit** the BHS web page for important information daily.
2. **Log in** to GC for each class daily.
3. **Submit** Google Form for attendance purposes daily.
4. **Contact** appropriate staff regarding technology issues. Continued...

5. **Submit** assignments in a timely manner.
6. **Communicate** with teachers via email regularly.