

## WISE Academy Virtual Learning Policy

The document informs parents and students of expected student policies and conduct during virtual school time. Abiding to these guidelines are necessary for the academic achievement, safety, welfare, and well-being of students.

### Attendance

- Log-on for class by 10:00 am CST in appropriate Islamic attire every Sunday
- Set-up for virtual class in an area that is free from interruptions and distractions
- Join via audio and video for each class without exception unless previously discussed with the teacher and/or administration
- Parents should notify teachers of a student's absence by sending an e-mail in advance

### Conduct/Discipline

- Engage with teachers and classmates with respect both verbally and in written communication
- Written and oral communications must be free of vulgar, belittling, or offensive language, or any other forms of bullying
- Abide by rules, policies, and procedures established by the teacher
- Violation the virtual classroom rules of conduct will be warned by the teacher to correct the behavior and/or may be prohibited from communication with classmates.
- If a student has been repeatedly disciplined in a virtual classroom, the student may receive read-only privileges in the virtual classroom for the rest of the year or until it is deemed appropriate to restore privileges

### Assignments

- Complete all class requirements in the time allotted by the teacher
- Extensions may be granted by the teacher in certain instances