FAQ

Distance Learning for WCA Elementary Students

1. Does my child need to have his/her own student access to RenWeb?
   a. No, a student can use their parent’s username and login to access their assignments on RenWeb.

2. Will my child need a printer to complete his/her assignments?
   a. No, students will not have to print anything. Students who have access to a printer can print items from RenWeb, but it is not necessary. Students can access the work and simply use a pencil/pen and paper to record their answers.
   b. Students, be sure to number your answers correctly.

3. What if my child does not have a smart phone, tablet, CPU or laptop?
   a. We are happy to provide hard copy packets for students who do not access to RenWeb via any of the devices listed above. Please note that packets may have alternative assignments since students who are receiving packets would not have access to RenWeb or the internet.
   b. Students who choose this option will be required to pick up their packets at the school and return them to the school. **Work packets will be available Mondays outside of the elementary office entrance on Bellewood Avenue between the hours of 12pm-6pm in a blue tote with a lid. Please only take the packet with your student’s name on it. Packets are then to be returned by Friday between the hours of 8am-4pm to the same tote packets were picked up in.** Students who choose this option must complete and return the entire packet for each class in order to receive their grade.

4. What will my child do if he/she completes the weekly work before Friday?
   a. Students can submit their online work, for full credit, any time before Friday at 4:00 p.m.
   b. Work submitted after 4:00 p.m. on Friday will receive a grade of a 50%
   c. Students can use the list of enrichment sites to access additional educational material once he/she has completed the required schoolwork. Some teachers may also provide their own enrichment activities for students who have access to the supplies.
   d. Students who receive a packet will only have the option to return their work on Fridays before 4:00 p.m. as explained above.

5. What if we cannot access RenWeb?
   a. You will receive instructions to set up a RenWeb account. It is important to know that the email that you use to set up your account MUST match the email that school has on file in your child’s RenWeb account.
   b. If you are unable to establish or access your child’s RenWeb account to see lesson plans, please email your child’s principal for assistance.

6. What if I need to speak with a teacher or an administrator on the phone?
   a. If you need to speak with a teacher or administrator on the phone, please email the teacher or administrator and request a phone conference. The teacher or administrator will set a time for the phone conference and call you at that specific time.
   b. In order to provide a sanitized environment for our students when they return to traditional classes, access to the buildings is limited for all faculty and staff. This is why phone conferences need to be scheduled via email.
7. What if my child has a question about his/her assignments?  
   a. Students or parents can email teachers for assistance as needed. Teachers will check emails at 9am, 12pm, and 3:15pm daily.  
   b. Teachers may be able to schedule a Zoom conference with students who need help.

8. What apps, programs or platforms will benefit my child as he/she prepares to participate in distance education classes?  
   a. RenWeb - students/parents will need to log in to RenWeb to view assignments  
   b. Zoom (app for mobile devices and cloud based platform for laptops and CPUS)- Zoom allows for video conferencing. Your child’s teacher will likely use Zoom to communicate with you and your child from time to time.  
   c. Email - students will submit their assignments by email directly to their teacher every week before 4:00 pm on Friday

9. How will my child submit his/her work for grading?  
   a. Students can use their phone to take a picture of their answers and submit it to the teacher via email. All teacher emails can be found on our school website www.wcaeagles.org Click on the teachers name and his/her email will pop up for you.  
   b. Students can type the answers in a Word document and email the document as an attachment to the teacher.  
   c. Students can scan their work and send it as an attachment in an email. There is a scan option on Iphones under the Notes app. When you click on picture within the notes app it gives you the option to scan.  
   d. Students who do have access to a printer a welcome to print the assignments and write on the printed paper. This is not required.  
   e. Students who do not have access to a device for online learning will complete the packet provided and return it to the school for grading.

10. What happens if my child submits his/her work after 4:00 p.m. on Friday?  
   a. All work submitted after 4:00 p.m. on Friday will be given a 50% and cannot be made up.  
   b. The only exception to this rule will be for those parents or students who have communicated to the teacher in advance.

We are here to help you in any way that we can. Please, always email your child’s teacher or administrator if you are having any difficulties. This is something to new to all of us, so are going to be working together to make this transition as smooth as possible for all of us!

In His service,  
Mrs. Walton  
Elementary Principal