

**THEO Christian Solution, Inc.**  
**Statement of Remote Learning and Expectations**

During the final months of THEO's spring 2020 semester, THEO teachers successfully taught their classes remotely. During the 2020-2021 and 2021-2022 school years, most THEO teachers offered remote learning attendance for most of their classes. *The dynamics of every student attending an online class is vastly different than what THEO teachers faced during the following two school years. Therefore, beginning with the 2022-2023 school year, THEO no longer offers remote learning options "on demand."* This document was written to outline expectations for all parties: parents, students, teachers and staff.

**THEO teachers, beginning in August 2022, can include remote students OR require all students to attend their class in person. Their individual requirements are listed in each class description. If it is not listed, email the teacher directly for information about their classroom policy.**

**This document is written to outline the expectations of online learning  
in THEO classes *which offer remote options,*  
although THEO offers some classes which are entirely taught on a remote platform  
for the benefit of those families who need remote learning.**

Because of our dedication to THEO families and their students' education, THEO teachers and staff have developed protocols to teach live while other students enter their classroom remotely using technology. Managing a live class, while serving students entering via technology, will take an entire team working together – teacher, parents, and student. It may require a significant investment by THEO families to attend classes remotely. THEO has also made significant hardware investments in all thirteen classrooms. For instance, cameras and large screens have been added to every classroom and internet has been upgraded.

**To join a live THEO class remotely, students commit to**

- Follow the individual teacher's Virtual Classroom Rules (if applicable)
- Enter the classroom wearing appropriate classroom clothing (see THEO's Rules and Guidelines for further detail on THEO dress code)
- Enter the classroom with a working camera and microphone
- Enter the classroom approximately five minutes before the posted class start time to be easily admitted and settled before class officially begins.
- Enter the classroom with adequate work space and necessary supplies close at hand
- Stay at their computer for the duration of the posted class meeting time
- Show their live face with proper name displayed
- Participate with working sound
- Participate as if they were in the physical classroom themselves
- Enter the platform waiting room four or five minutes before class time to easily be admitted and get

settled before class officially begins to be ready when the teacher begins class

- Follow screen lock down instructions during exam periods if required or allowed by their teacher (You will need to download the lockdown browser before entering the testing period should the teacher require this tool. Classes taught dual credit through Colorado Christian University require tests to be taken with lockdown browser.)
- Know how to access assignments as well as how to turn in assignments on Jupiter during class time.

Attendance will be taken and recorded in Jupiter Grades as is standard THEO protocol. Some teachers will require all quizzes and tests be taken in person or proctored by their parents. If these requirements are frequently broken by a student, the teacher may rescind the student's permission to attend the class remotely.

**Caveats:**

Although THEO teachers and staff care deeply for your students and are willing to invest in equipment and training, caring doesn't mean that any teacher has the capacity to notice every time technology fails, such as when a screen freezes, or internet drops an online student.

- Failure of technology does not shift the burden of responsibility to the teacher, although many will have set office hours for questions to be answered.
- Nor are teachers able to turn their attention to a student's trouble with technology when they have a live class before them.
- If you choose to enter a THEO classroom remotely, please commit to have contingency plans and resources available so that teaching time is not lost for your student.
- We cannot record THEO classes for absent students due to privacy protection laws of every live student in the classroom.
- Failure of technology does not reduce standard published tuition fees.
- Therefore, we are committing to do our best to allow students to enter specific THEO classes remotely to the best of our abilities.

For some classes and teachers, remote learning may be used if our teacher or someone in their family contracts COVID or is merely exposed to COVID. Anytime a teacher is unable to teach in person, such as during a teacher's quarantine time, live students in the THEO classroom will be able to access the zoom classroom along with those entering from home. *The teacher will have an adult in the classroom to monitor in-class behavior.*

Please acknowledge your voluntary acceptance of these terms and conditions by signing below and returning the document to THEO via email or in person. Parents, please read the expectation list to your students of all ages before classes begin on August 15, 2022.

Agreed to by **both** parents: \_\_\_\_\_

Printed name or names: \_\_\_\_\_

Date: \_\_\_\_\_

**All students who plan to attend remote THEO classes must sign below.**

Agreed to by student: \_\_\_\_\_

Printed name: \_\_\_\_\_

Date: \_\_\_\_\_