

An intelligent heart acquires knowledge

**DISTANCE**

OVELL'S CHRISTIAN

**LEARNING**

**HANDBOOK**

ACADEMY

Proverbs 18:15

# Daily Participation

## VIRTUAL LEARNERS HAVE THE FOLLOWING RESPONSIBILITIES AS STUDENTS AT OVELL'S CHRISTIAN ACADEMY:

- ✓ Students must block off, 8:15-2:45 PM to participate in distance learning every day, Monday-Friday.
- ✓ If a student is sick, Ovell's Christian Academy must be contacted no later than 9am.
- ✓ Students must be in the Ovell's Christian Academy (or school) uniform while participating in synchronous (Live) learning. This shows their solidarity with the school community.
- ✓ Students must maintain consistent attendance and complete daily activities on time.
- ✓ An Academic Integrity Contract must be signed to participate in Distance Learning (a part of the registration packet).

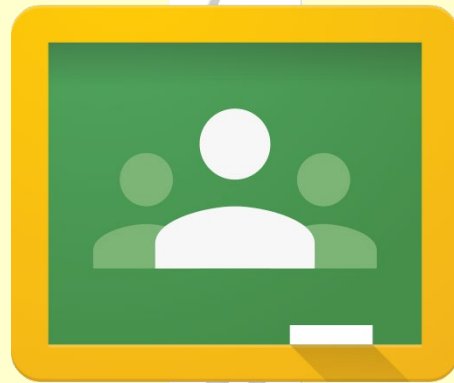
# Assignments

All assignments will be due when the teacher posts the due date on Google Classrooms.

In order to turn in book work, students/parents will be required to take a picture of the assignment and upload to Google Classroom. Tutorials will be posted on the website.

# Learning Platform

Ovell's Christian Academy is committed to providing a superior education to those who have decided to participate in virtual learning. After much research, it was decided that the staff and students will be using Google Classroom as their universal online platform. Each student will be provided with an OCA email with which they will be able to access their **Google Classroom(s)** for the year.



Students should check Google Classroom each morning before logging into Zoom for any announcements, etc. All correspondence and assignments will be posted here. You can visit our website for more information regarding your child's email.

# Duo Learning

Duo learning refers to a learning activity in which students are engaging in learning at the same time. These learning activities are REAL TIME (Live) and indicate what students need to do/submit within class time. Virtual learners will be expected to participate in several synchronous learning activities throughout the week. To do this, virtual learners must:

- ✓ Wear their Ovell's Christian Academy uniform while engaging in live lessons. This is important as it will show that they are part of the school community while participating as a virtual learner.
- ✓ Connect through ZOOM/Google Meets at the designated time by the teacher to participate in Live lessons/tests/quizzes etc.
- ✓ Be punctual. Teachers are required to let students into the classroom, please be sure to be in the virtual waiting room at least five minutes before the live lesson is going to begin.
- ✓ Virtual learners are expected to complete all synchronous activities with the class.
- ✓ Students are expected follow Zoom/Google Meets Guidelines\*.
- ✓ If a student does not participate or sign in to a live lesson, he or she will be considered absent. Live lessons will not be recorded.

# Office Hours

**3:00 PM – 4:00 PM**

Office hours to answer questions about daily lessons, activities, and regular classwork will be available to virtual learners.

## **Emails:**

Mrs. Talbert – [ovellschristian@gmail.com](mailto:ovellschristian@gmail.com)

Mrs. Morales – [sumorales.oca@gmail.com](mailto:sumorales.oca@gmail.com)

Ms. Level – [plevels.oca@gmail.com](mailto:plevels.oca@gmail.com)

Ms. Black – [dblack.oca@gmail.com](mailto:dblack.oca@gmail.com)

**Phone: 863-294-4647**