



April 11, 2020

Dear Parents,

Warm greetings from Sanawar!

It is with great pleasure that I am writing to you to thank you for the feedback received regarding the **Facilitated Virtual Learning Programme**. I am so happy to learn that the children were very excited to begin leaning again!

Undoubtedly, there have been some initial hiccups, which I'm sure you are well aware of. Below are some suggestions and guidelines to make the experience even better:

Parents:

1. Please ensure Teams is loaded up on your computer/laptop and also on any mobile device as a backup, in case Power / Wi-Fi / Internet / Computer give problems midway through the class.
2. Please also explain to your children that once the teacher starts a lesson, students should remain quiet and should MUTE themselves.
3. Due to the absence of eye contact and the physical presence of the teachers, **it is all the more essential, for you to explain (and enforce) class discipline for your children**, so that virtual classes can be more effective for every child.
4. Please also help your child to understand online etiquette including maintaining healthy habits, showering and being neatly dressed for class, finding a quiet corner of the house with least amount of distraction, and with minimal background noise and certainly *no background music*, etc.

Students:

1. As you do in school, please do chat with your friends *a little* between classes. Our school encourages friendship and forges lifelong bonds, and we certainly do understand how much you miss your friends. *However*, as soon as the teacher announces that a class has started please MUTE yourself and maintain absolute silence. No talking, no music, no noise... Just like in class...

2. Students should join only the meetings scheduled by their respective teachers. They should not join any other meeting arranged by any other members of the team.
3. Questions are to be posted in the chat window only.
4. The teacher will let you know when to ask and when to answer questions, or they will do so at the start of the next lesson.
5. Do not - under any circumstances - mute the teacher, change settings, add other members to the class, leave the lesson mid-way...
6. Please unmute yourself only if the teacher specifically calls out your name.

Looking forward to the next week of learning!

Stay safe! Stay Happy!

With best wishes,

A handwritten signature in blue ink that reads "Himmat S. Dhillon". The signature is written in a cursive style with a horizontal line underneath the name.

Himmat Singh Dhillon