



Little Falls Township Public Schools

Dana Sprague
32 Stevens Avenue
Principal of School No. 1
973-256-1033
dsprague@lfschools.org



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Dear Families,

As you know, we are preparing in case of possible shutdown due to COVID-19. In the event that this has to happen, I want to communicate our closing plan to you so that you are prepared.

All teachers and related services are prepared to continue full instruction through virtual platforms. The main electronic platforms we will use are Google Classroom and Zoom. Some teachers and services will be utilizing pre-printed packets as well and those will be sent home in the event that we close. All communication will come through these platforms. Below will outline expectations for online learning:

Materials for Online Learning: Due to this virtual instruction, your child will be provided a Chromebook and charging cable to bring home to use. These will be signed out to your child if we close. In addition, if there are supplies your child will need to complete these assignments, these will also be sent home to borrow. These materials may include things like rulers, markers, whiteboards, etc.

Online Learning Procedures: The expectation is that your child will log onto their Google Classroom and complete their assigned work daily. Our teachers will be online, virtually face to face, every day and will be following the Virtual Learning Schedule, also known as our "Single Session" schedule (see attached). We encourage you to do your best to have your child participate, however, we understand that might not always be possible. As long as your child submits their daily assignment by 11:00PM, they will receive credit and be accounted for.

Attendance/Classwork: We will be tracking their work each day and will count their completed work, or participation in a Google Classroom/Zoom session, as their attendance for the day. If your child is sick and cannot complete the virtual work on any given day, please call your child absent utilizing the typical procedure of leaving a detailed message on our nurse's voicemail by 9:30am.

Teachers have spoken to the students at length about the responsibilities that come with online learning and the expectation of behavior when utilizing the internet with a school device. Teachers have prepared students by having them bookmark all essential websites needed for learning. We are also making suggestions for students to find a central location in their home where they will be comfortable and able to focus on their classwork.

I want to thank you all in advance for your cooperation as we venture into a new instructional journey. We have worked together to provide as much convenience as possible for our students and the families of Little Falls during this circumstance.

If you have any further questions or concerns, please do not hesitate to contact me. As always my door is always open to you.

Sincerely,

Ms. Dana A. Sprague
Principal

One District... One Team... One Vision...

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