



UCIS Online Learning Parent FAQ Sheet

Dear Parents and Guardians,

“Unity prepares students for lives of purpose, service, and leadership by stimulating an intellectual, cultural, spiritual, and social learning environment, motivated by love for others.” We are committed to continuing our mission, no matter the situations that may arise.. We understand that this is a major shift in our educational model, however, we have a system in place to move forward with delivering high-quality instruction for our students with a transition to an online learning environment. Teachers will be providing mini-lessons, assignments, and feedback on a daily basis. Teachers will also be available should your child have any questions. Furthermore, parents will be sent surveys to ensure quality instruction and to open up a dialogue that can assist UCIS in continuing to improve our online teaching and learning.

What does my child need to do?

- **Have their camera on during lesson times**
- **Attend all live scheduled classes**
- **Wear their uniform during class times**
- **Actively participate in the class.**
- **Dedicate appropriate time to learning**, comparable to a school day and/or as guided by your teachers & parents.
- **Check Teams** for information on courses, assignments, and resources **on a daily basis**.
- **Be principled by being present, and focused** as required for the grade level curriculum.
- **Identify a comfortable and quiet space to study and learn, with no distracting items behind when on camera.**
- **Engage in all learning posted** with academic honesty.
- **Submit all assignments** in accordance with the provided timeline and due dates.
- **Ensure own social and emotional balance** by keeping healthy habits and maintaining agreed-upon network use standards.

What does my child or children need to prepare each day for the Online Learning Environment?

- **Computer/Notebook/or Tablet**
- **Headphones or Earbuds** to listen to lessons without distractions - Especially if there are siblings present.
- **Paper Notebook**
- **Pencil/Pen/Whiteout** to complete any written assignments.
- **SmartPhone** to submit photos of assignments as required by the Teachers.

What can I do as a parent?

- **Support your child or children in learning** by providing an environment conducive to the learning process including access to necessary technologies, a safe and quiet space during the daytime.
- **Engage in conversations** about posted materials and assignments.
- **Monitor time spent engaging in online** and offline learning, including making accommodations for preferred learning times (morning, afternoon, evening) and following the agreed-upon network use standards.
- **Ensure attendance to the regular lessons** and activities offered by each child’s teachers.
- **Support emotional balance** by providing ample room and time for reflection, physical activity, conversation, and play.

How will the school take attendance?

They will receive credit for attending school only by attending their scheduled classes. This includes the homeroom/ circle time classes. Homeroom periods will be used for official government records. It is important that students attend these lessons.

How will my child know when to attend classes?

All live lessons, activities and small group activities will be calendared in your child’s Teams calendar.

Will my child be required to take elective/specials classes?

Yes, all teachers in all subject areas will continue to teach, assess, and deliver content.

Who can we contact if we have any questions?

Questions related to:	Contact:
Classes, assignments, due dates, resources, feedback, or grades	<i>The specific teacher – use Teams</i>
Technology Issues	<i>The IT Director - itdirector@ucis.ac.th</i>
Other issues related to remote learning	<i>The Administration Team or your Language Coordinator</i>