

Program Overview

Summer Meaningful Innovative Learning Experience – Remote Learning Program (SMILE-e)

Please note:

***All Remote Learning courses will be delivered using synchronous learning. This means it happens in real time. The teachers and the students who register in a credit recovery or gap closing/upgrading courses will all be working online at the same time. It is similar to being in a face to face classroom, within a school. There are set class times where live face to face teaching and learning that occurs.

Prior to the COVID pandemic, our SMILE summer school schedule was Monday to Friday from 8:30am to 2:00pm delivered by a teacher in a classroom within a school. This year for the 2020 Summer School, we cannot offer our summer school SMILE Program as we did in previous years due to the restrictions imposed on us because of the COVID pandemic. This summer our Remote Learning SMILE-e Program will follow the same schedule as last year with the only difference being the deliver format of the course. These courses will be taught online by teachers using synchronous learning.

The schedule for the 2020 Summer School SMILE-e Program is from 8:30am to 2:00pm, Monday to Friday for the duration of the program. The only difference is instead of physically travelling to a school for your summer school class you will be attending your class online via your computer.*** -added June 9, 2020

The elementary SMILE-e summer program provides students who have completed grade 6, 7 or 8 opportunity to deepen and extend their skills in literacy and/or numeracy or to reach ahead and learn new skills to prepare for the next grade through our innovative SMILE-e program. Students should expect to spend 5 hours per day, Monday to Friday, engaged in this program. Program designed will be detailed on the first day. Information on how to access the delivery platform will be emailed at least one week before the start of the program.

The SMILE-e program will engage students in coding activities that incorporate problem solving, critical thinking, creativity, collaboration, reasoning, spatial awareness, and sequencing. This program builds literacy and numeracy skills for student success. Each daily program will be taught by an OCT qualified teacher and supported by an educational tutor.

Note: To support the success of identified students who receive modifications or accommodations to their program during the school year, please ensure that you submit a copy of your child's IEP to Continuing Education prior to the start of the program. This will be forwarded to the summer school teacher. If you have questions, please call Michele Reid, Head of Elective Programs – Durham Continuing Education – 905.436.3211. Documents may be submitted at Durham Continuing Education via email michele.reid@ddsb.ca

The program begins Wednesday July 8, 2020 and concludes Wednesday July 29, 2020. Although it is recommended that students participate each day, some absences can be accommodated. Any planned absences should be discussed with the summer school teacher.

July 2020
SMILE-e Program Dates

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1	2	3	4
5	6	7	8 Start	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29 End	30	31	

Expectations of SMILE-e students;

- You are expected to dedicate **5 hours** per day (Monday – Friday) to the program. The program will incorporate a variety of learning activities. Students should check the announcements and emails daily for updates. Program times will be communicated by the teacher on the first day of program.

- It is important that you communicate on a regular basis with your teacher. You can e-mail them or speak to them during classtime.
- Please note that the DDSB acceptable use policy applies to all e-Learning courses, as does the Durham Continuing Education Code of Conduct.

First Day Procedures for Elementary Summer School (SMILE-e):

Classes begin Wednesday July 8, 2020 for the SMILE-e Programs. Students will receive instructions for login at least one week prior to program start. If you have not received notification, please email DCE.Info@ddsb.ca

Course Cancellations

Durham Continuing Education reserves the right to cancel a course if there are insufficient registrations, as well as the right to determine the number of courses to be offered, and the number of sections in each course. Students will be notified ONLY of course cancellations. Students will be notified if a class is cancelled by telephone and email using the information provided at the time of registration. Please ensure that we have your up-to-date information

Requirements for Remote Learning – Updated April 2020

Recommended Desktop/Laptop Support

Internet access - You must use Google Chrome (current version) **as the browser for your Remote Learning course**. You may experience issues with Firefox, Internet Explorer, Edge or Safari and as such, these browsers **are not recommended**.

It is your responsibility (not that of your teacher or Durham Continuing Education) to resolve issues you may be experiencing due to the internet browser and/or software you are using.

- Adobe Flash Player 10.01 or greater
- Adobe Acrobat Reader 9 or better
- Windows Media Player 11 or better
- A current version of the Java virtual machine
- A DSL or better connection to the Internet

Recommended Tablet/Mobile Support

- Android™ 4.4 with Google Chrome™ browser (latest version)
- Apple iOS® with Google Chrome™ browser (latest minor version or point of release of that major version)
- Windows® 10 with Google Chrome™
- Brightspace is optimized for mobile devices – Android 4.4 or later, iOS® iPhone® 5 or greater, and iPod® 5th and 6th generation

It is your responsibility (not that of your teacher or Durham Continuing Education) to resolve issues you may be experiencing due to the internet browser and/or software you are using.

Additional Software

- A typical “Office” suite of applications: specifically, a word processor application, spell checker, equation editor, and a spreadsheet application are mandatory. Students may have access to Office 365 through the D2L portal. Students can also download “Open Office” to use - <https://www.openoffice.org/>
- It is recommended that up-to-date virus, spyware, and adware protection be implemented, as required by the school board.

It is your responsibility (not that of your teacher or Durham Continuing Education) to resolve issues you may be experiencing due to the internet browser and/or software you are using.

Additional Hardware

Some courses may require additional hardware, such as;

- Access to a printer;
- Access to a scanner; and
- A process to store files, or access to cloud or one drive spaces.

Note: Interested students who do not have access to the required technology should contact Durham Continuing Education to explore available options. Contact: Michele Reid at 905.436.3211 or email michele.reid@ddsb.ca

NOTE: Use of a laptop or desktop computer is **HIGHLY** recommended for this program. The program is not designed for completion on a cell phone.

Computer Information Technology and Internet Use

The Durham District School Board's computing and information technology facilities and resources are made available to students in support of their learning, research requirements and career preparation. Use of the computer and information technology facilities and resources of the DDSB shall be governed by all relevant federal (e.g., Copyright), provincial (e.g., Education Act), DDSB (Policies and Procedures), and local school (e.g., School Code of Conduct) laws and regulations. Use of DDSB computing and information technology facilities and resources for the illegal, political or private commercial purposes is strictly prohibited. The onus is on the user to know and to comply with these laws and regulations. Access to computers and the Internet is considered a privilege. Anyone found accessing computers or the Internet in an inappropriate way will receive school consequences and may face legal intervention. School discipline may involve a loss of computer privileges, a suspension or expulsion from school or restitution for damage or destruction of school computer equipment. Legal action may result in charges being laid by provincial or federal authorities. Students and parents/guardians will be asked to review the *DDSB's Secondary School Acceptable and Safe Use Procedure for Computing and Information Technology Facilities and Resources*. At the time of registration, you will be required to agree to terms and conditions of participation to complete the registration.

Inappropriate use would include but not limited to the following:

- harassment of others
- destruction or damage or changing of equipment
- appropriation of data or software
- unauthorized monitoring of electronic communication
- unauthorized use of other's access codes
- violation of copyright and software licence agreements
- academic dishonesty
- violation of another's privacy
- violation of computer security systems
- viewing and/or importation of pornographic, racist, illegal or private documents
- incurring costs to the school through use of telecommunication systems without prior approval

Neither the school's network nor the broader Internet (whether accessed on campus or off campus, either during or after school hours) may be used for the purpose of harassment. All forms of harassment in cyberspace often called cyber-bullying, are unacceptable. Bullying in any form will be subject to school consequences and may result in suspension.

Durham District School Board Acceptable Use Policy

Students must review this procedure with their parent/guardian. Procedures and rules regarding the use of the facilities and resources must be followed.

Acceptable Use

- Students will use the computing and information technology facilities and resources as prescribed or approved by their teacher.
- Students will accurately cite information from the Internet. Students will not plagiarize.
- Students will abide by copyright laws. Students will not download and disseminate copyrighted materials without the copyright holder's permission.
- Students will abide by school procedures.

- Students will not share passwords or data.
- Students will report all instances of hardware damage or changes to the Windows Desktop or operating system immediately.

Safe Use

- Students will not post personal information about themselves or others. This includes their home address, telephone number, picture, route taken to school, parents' hours of work, etc.
- Students will inform the teacher immediately when accidental access to inappropriate materials or with unacceptable users has been made.

Appropriate Use

- Students will be polite.
- Students will not use language that is unacceptable in the classroom, including language that is racist, sexist, harassing, violent, or otherwise unacceptable.
- Students will not send messages containing information that would cause discomfort to themselves or others if it were written on a classroom blackboard or other public place.
- Students will not use the computing and information technology facilities and resources in ways that will disrupt other users. Any tactics which harm or compromise the functionality of the system are forbidden.
- Students will assume that all communications distributed on the system are private and confidential and will not disseminate them without permission from the original author.

Reliability/Accuracy

- While the Durham District School Board (including your school) strives to maintain the efficient operation of the computing and information technology facilities and resources, it does not guarantee their reliability. Additionally, the Durham District School Board (including your school) does not guarantee the accuracy of information found on the Internet.

Recourse for Abuse/Misuse

- Students who do not follow this procedure AND those rules provided by their teachers and their school Student Code of Behaviour will have their computing and information technology privileges suspended pending review. Recourse and disciplinary measures are outlined in the school Student Code of Behaviour. Legal recourse may also be applied for criminal activities.