

# **MOUNT LITERA ZEE SCHOOL JOKA**

**SESSION: 2020-21**

**Circular: JOKA/Acad/20/002**

**12th April 2020**

Dear Parents,

Greetings from Mount Litera Zee School JOKA!

It has always been our endeavour to ensure that our students get unhindered access to education no matter what. Even amidst this global crisis, we have tried our best to keep our students on the right tract as far as their education is concerned. The best solution we could come up with at this juncture is to go Digital. We have also tried to promote Digital Citizenship amongst our students to train them safe and responsible use of Cyberspace. As we are all set to start our Online Classes from Monday, 13.04.20, we would like to share some guidelines for both Students and Parents for ensuring safety and security of these sessions:

### **Advise for Students:**

- a. Don't share your class invites/ Links with anyone who is not a part of your school or Class.
- b. Those who are not able to attend session please inform the Teacher/School formally.
- c. Students should have prior permission from teachers to record session.
- d. Keep your identity safe and don't share passwords or Identity with anyone.

**Students should take care of Screen Time. Parents are to help kids to manage screen time.**

### **Advice for Parents:**

- a. Create activities with children during lockdown which can help to reduce screen time. Eg. Cooking, Gardening, Housekeeping, Games with Family, Singing, Dancing etc.
- b. Fix Screen time for yourself and kids both.
- c. Like we keep update and prepare our kids for school same we have to be connected to kids for online classes . Keep regular update of classes and educate children to maintain discipline in Online Sessions.

NOTE : Indiscipline in real classroom is managed , controlled and punished by Teacher and the matter dissolves . But one mistake in Online /Virtual Classroom is forever as \*\* screenshots, Forwards, recordings... So kids need to be taught Digital Manners to behave in online classes.

- d. Beware of Online Frauds happening in Virtual World.

**Also take following precautions to stay protected:**

- Don't authorise any transaction without verifying properly.
- Don't share your personal and financial details along with OTP.
- Don't download any app from an unknown source, link.

We wish all our students Happy and Safe Digital Learning!

Thanking you.

Regards,

**MLZS JOKA**