BELVEDERE
INTERNATIONAL SCHOOL

DISTANCE LEARNING CONTINGENCY PLAN

2026-2027

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Approvals:			
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Signature		*Date:*	10/9/26
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Signature		*Date:*	12/9/26

PURPOSE

To provide a continuous and comprehensive curriculum programme to students during situations where the students and teachers are unable to physically attend school.

LEARNING OPPORTUNITIES

- The school will use Google Meets for the live sessions and Google Classroom for non-interactive sessions during distance education.
- Videos, assignments and integrated activities will be used to enhance the students' learning experience.
- Assignments, homework and assessments will be in the form of Google Docs.
- Only readily available and easily accessible resources will be used for activity-based teaching and learning.

ROLES AND RESPONSIBILITIES

Senior Leadership:

- Ensure that teachers' accounts are activated on educational platforms like Google Classroom and ClassDojo.
- Follow-up on teachers' execution of the allocated periods according to the set schedule and ensure that the teacher uses professional language during live lessons.
- Prepare alternative plans to cope with any challenges that may arise when implementing the initiative, especially regarding the absence of teachers.
- Ensure the quality of the activities and educational materials provided to students during distance learning are appropriate and safe.
- Coordinate with the technical support team to solve and avoid any technical issues that may disrupt distance learning.

- Monitor the impact of training on teachers and their readiness for distance learning.

- Conduct teacher / student / parent surveys on the quality of distance learning and generate improvement plans.

Teachers

- Plan and modify the curriculum to suit remote teaching-learning program.

- Ensure usage of Google Classroom and Google Meets is fully dedicated to supporting educational and research objectives and in line with the school's vision, mission and objectives.

- Adhere to the rules of proper discipline and conduct in electronic communication and maintain students' personal information confidential.

- Follow any instructions or guidelines for distance learning issued by the school.

- Inform, educate, and guide students and their parents regarding the school's distance learning regulations.

- Inform parents about their role and responsibilities in the distance learning of their children.

- Monitor the physical environment and devices to maintain their effectiveness and ensure the use of officially approved sites and technological solutions.

Students

- Comply with the Timetable and work schedule issued by the school.

- Adhere to all rules. Any violations will result in procedures ranging from withdrawing the user's right to log-in or monitoring the use of the service, or terminating his/her use of the service, or both.

- Follow any instructions or guidelines for distance learning issued by school.

Parents

- Ensure the use of officially approved platform, Google Classroom and Google Meets, for distance learning.
- Refraining from recording or disclosing the live broadcast without consent of the school authorities.
- Being present for their ward's support and guidance during the live lessons.
- Provide secure environment readiness for their ward's learning in their homes.
- Ensure to maintain the student's overall good appearance during lessons.
- Support and encourage students to practice distance education by ensuring that they attend and complete all educational activities.