

LEARNING AT HOME



A FIELD GUIDE FOR FAMILIES & CAREGIVERS

We know that you are working hard to balance the demands of work and family while your child is learning at home. As an organization, we believe families are key partners in supporting students to live happy, healthy, and fulfilled lives. As you navigate this new reality and adjust to remote learning, we have assembled this Field Guide to provide guidance and a variety of easy and effective tools for supporting your child's learning at home.

It is important to recognize that learning will look different at home than it does at school. While the traditional school day might run from 8am-3pm, your child is used to experiencing multiple transitions and differing learning environments as they move between classes and rooms at their school. At home, this will mean that your child may not need to sit quietly in one place doing school work for learning to be effective.

By focusing on a few key priorities and impactful actions, you can make the most of your child's learning experience at home, whether you have a few minutes or a few hours each day. Below, you will find easy ways to focus on student engagement, meaningful learning, and relationships while your student is learning at home.

PARENT/CAREGIVER ACTIONS YOU CAN CONSIDER AT HOME

If you have 15 minutes per day

- Hold a once-a-day check-in to help your child plan to complete their work.
- Practice Habits of Success at home by discussing your child's strengths and areas of growth.

If you have 30 minutes per day

- Hold a morning and an evening check-in to help your child plan to complete their work and reflect on their progress.
- Practice Habits of Success at home by discussing your child's strengths and areas of growth.
- Help your child connect with another student, teacher, or mentor.

If you have 60 minutes per day

- Hold a morning and evening check-in to help your child plan to complete their work and reflect on their progress.
- Practice Habits of Success at home by discussing your child's strengths and areas of growth.
- Help your child connect with another student, teacher, or mentor.
- Help your child study using active study habits.
- Provide feedback on their work.
- Understand your child's progress.

CHECKING IN WITH YOUR CHILD

As a family member or caregiver, you are a key partner for your school and teachers as they support your child to learn and grow. A short, daily check-in/check-out conversation with your child mirrors the support they receive from their mentor at school and can help you keep track of their remote learning plan. By following what your child is working on and actively talking to your child about their work, plan, and goals, you are helping your child to be engaged, inspired, and motivated each day.

How-to hold a check-in/check-out conversation:

1. **Ask** your child about upcoming assignments, what they need to complete their assignments, and when actions need to be completed.
2. **Discuss** your child's plan for their work. Provide feedback to support goal-setting.
3. **Reflect** on your child's progress. Celebrate successes and moments of growth.

Suggested check-in questions:

- How do you feel? What are you excited about today/this week?
- What are you excited to learn about today/this week?
- What assignments are due today/this week?
- What is your plan to complete them on time?
- What will you do to be successful on your assignments?
- What goals did you meet/not meet today/this week?
- What are you most proud of?

For a full check-in script and worksheet, check out our [Academic Check-ins at Home](#) resource.

Tips for making the most of check-ins:

- Choose a standard time to hold your check-in/check-outs each day. This simple routine can help reduce stress and anxiety
- Ask open ended questions, instead of yes/no questions. This will feel more conversational and you'll learn more!
- Keep it short and focused so your child feels energized about learning. Add fun check-in questions, and opportunities to discuss feelings - well-being and learning go hand-in-hand!
- Focus on setting SMART goals that are Specific, Measurable, Achievable, Relevant, and Time-based.

PRACTICING THE HABITS OF SUCCESS

Habits of Success are the social and emotional behaviors and mindsets — such as resilience, social awareness, a sense of belonging — that support your child’s academic achievement and personal well-being. Each of these habits prepare students to succeed not just in school, but in life beyond the classroom. These habits can each be developed over time by understanding your student’s strengths and areas for growth and making a plan to practice. When your child meets with their mentor, they discuss how to practice and improve these 16 habits:

How-to support Habits of Success development at home:

1. **Review** the Habits of Success with your child. Identify a few habits and discuss potential definitions and examples for each.
2. **Ask** your child to **share** where they have **strengths** in the habits and where they have **opportunities to grow**.
3. **Identify actions** to take to practice and improve habits. Regularly check-in on progress.

THE 16 HABITS OF SUCCESS



Habits and sample practice actions:

- **Purpose:** Talk with your child about the events of the world and discuss ways in which your family could positively impact others.
- **Self Direction:** Use the end of the day to reflect on the goals that were set. Name one thing that went well, and something that you need to change or adjust for the next day.
- **Resilience:** Keep a positive attitude and celebrate many new beginnings. Did you have a bad day yesterday? Make a mistake? It’s okay! This is a perfect time to acknowledge the challenge of the situation and have many “do-overs.”

For worksheets on each Habit of Success, check out the [Healthy Development Practice Tables](#) resource. Use [this table](#) of Habits and sample actions to support development at home.

Tips for practicing the Habits of Success:

- Enliven the habits by connecting them to real world scenarios - in what ways do you see the habits play out in the news, in your community, in your job etc?
- Focus on just a few habits - spend time discussing, practicing, and reflecting to enhance growth in each habit.
- Provide feedback that describes the solution, not the problem. Use positive language that focuses on progress and improvement to motivate your child.

HELPING YOUR CHILD STUDY

One way students practice the Habits of Success is through building successful and productive study skills. At school, this is most easily established with classroom and school routines. At home, you'll want to think about the ways you can use the space and time you have available to establish routines around studying that are not only manageable for you, but also provide structure and growth opportunities for your child. Your child can be involved in determining the routine and practices that best meet the needs of everyone in your home.

How to create a productive studying routine:

1. Set up a consistent location where all studying takes place (e.g. a cleared-off dining room table, a folding table set up outside or in the garage, lap tables on the couch).
2. Block off a consistent period of time every day, if possible.
3. Agree on a set of study time norms that all family members will abide by (e.g. no phone calls, headphones if you are listening to something, music in the background)
4. Begin study time by sharing SMART goals for the day.

Suggested Active Study Practices:

Study habits will look different for each child, and can vary depending on the subject being studied. Talk with your child about their preferences and strengths to figure out what strategy will work best. Here are a few examples:

- Create a study guide with questions and answers for the topic being studied.
- Write out the steps to solve a problem and explain what those steps are.
- Draw what you learn! Make concept maps or diagrams.
- Organize family sharing time for each member to verbalize topics they worked on and their explanations, and how that connects to something they already know.

For additional guides on effective learning strategies, check out this short video on [taking Cornell notes](#) and this one page guide on [effective retrieval practice](#).

Tips for helping your child study:

- Talk with your child about what study strategies and environment works best for them - and incorporate that into your family plan.
- Model effective study habits for your child in the actions you take during your work from home time.
- Focus on setting SMART goals that are Specific, Measurable, Achievable, Relevant, and Time-based.
- Brainstorm breaks where the whole family gets up from work and school obligations to stretch, dance, take a walk, sing karaoke, jump on a trampoline, or other fun [brain breaks](#).

ACCESSING AND NAVIGATING THE SUMMIT LEARNING PLATFORM

If you have a computer and the internet at home, your child will be able to access their learning materials - just as they did at school. Below you'll see a 'How To' that explains important platform features to help you better understand your child's progress.

The Platform has five tabs along the left column: **Week**, **Year**, **Progress**, **College**, and **Resources**. For understanding progress, we will focus on **Week** and **Progress**. To get a general understanding of the student experience on the platform, watch this [video](#).

If your child does not have access to a computer and internet at home, please defer to your school's remote-learning plan and policy to understand their progress. Schools may provide printout materials from the platform for the duration of the time away from the classroom.

How-to review your child's progress:

1. **Review any guidance your school** has provided about their remote learning plan and Platform expectations.
2. **Log into the platform** with your child during a check-in/check-out conversation.
3. Navigate to the **Progress** page to view a snapshot of what your child has been doing every day. Review **teacher and mentor feedback**.
4. Navigate to the **Week** page and **set goals** with your child.

If you do not have a parent login, please contact your school. For technical questions about the platform, please visit our [Help Center](#) or reach the Platform Support Team by [submitting a ticket](#). For more information and how-tos related to the Summit Learning Platform, click [here](#).