

During the school closure related to COVID-19, students at Cottage Hill Christian Academy will continue our academic goals for the year through distance learning. All students will participate in the distance learning experience as administrators and teachers have been diligently preparing as we work together for the health and safety of the public. Distance learning is an active process—students and teachers will be actively communicating and working together. Please follow the instructions below for your student(s) respective grade levels. To allow time for families and students to adjust to the closure, distance learning will begin on **Thursday, March 19, 2020** and continue for the duration of the closure allotting time for spring break, of course. If your student does not have access to internet or technology needed to participate in distance learning, please contact the division administrator below. As always, please contact your campus administrator if you have any questions or concerns. During the distance learning experience, please refer to the academic divisions below and the contacts for each division:

**Preschool:** Martha Winter [wintera@chbss.org](mailto:wintera@chbss.org)

**Elementary:** Trent Catchpole [catchpolet@chbss.org](mailto:catchpolet@chbss.org)

**Middle School:** Tommy Hinton [hintont@chbss.org](mailto:hintont@chbss.org)

**Upper School:** Brandi Richardson [richardsonbrandi@chbss.org](mailto:richardsonbrandi@chbss.org)

### **Preschool (K2-K5)**

All preschool students will have daily activities provided on the teacher pages of the website to keep your preschool student engaged during the school closure. Individual teachers will post activities on their pages. Please follow the link provided to access the staff pages. <https://www.chcacademy.com/staff>

### **Elementary (Grades 1-5)**

All elementary students will be expected to participate in distance learning. Instructions for all classes are found on the teacher pages of the website. Locate your classroom teacher's staff page. Remember that at any point during the distance learning process, you can contact your student's teacher by email if you have questions or concerns. Teachers will be posting times in which they will be seated and available for direct responses each day. Please treat these times like "office hours." Please follow the link below to access the staff pages.

<https://www.chcacademy.com/staff>

### **Middle School (Grades 6-8)**

All middle school students will be expected to participate in distance learning. Instructions for all classes are found on the teacher pages of the website. Locate your classroom teacher's staff page. Remember that at any point during the distance learning process, you can contact your student's teacher by email if you have questions or concerns. Teachers will be posting times in which they will be seated and available for direct responses each day. Please treat these times like "office hours." Please follow the link below to access the staff pages.

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### **High School (Grades 9-12)**

All high school students will be expected to participate in distance learning. Instructions for all classes are found on the teacher pages of the website. Locate your classroom teacher's staff page. Remember that at any point during the distance learning process, you can contact your student's teacher by email if you have questions or concerns. Teachers will be posting times in which they will be seated and available for direct responses each day. Please treat these times like "office hours." Please follow the link below to access the staff pages.

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