

U-Connect Parent Handbook

2025-2026



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Welcome to U-Connect!

Dear Parents,

You and your child have embarked on an exciting journey in education! U-Connect is a school that is unique within the Langley School District. We offer a blended learning program that affords parents the opportunity to work alongside our caring Teaching staff in the education of their children. At U-Connect, students attend classes for two days a week, with optional Wednesday learning opportunities. Parents are then given curricular material that they may cover over the remainder of the week. Where and when this material is covered is up to each parent, enabling flexibility in learning for every family.

We look forward to working with you and your family. Please be sure to contact your child's teacher, or school administration, should you have any questions.

Regards,

Michelle Allen

Principal

Simonds and U-Connect

Responsibilities and Expectations – K to Grade 8 Program

Teacher/School:

- To provide support for students in the form of:
 - A student learning plan for the year
 - Ongoing assessment throughout the year
 - Term conferences resulting in three reports
 - Teaching students two days per week.
 - Providing weekly learning assignments to be completed at home
 - Additional tutorial support as needed once a week
 - Ministry approved learning resources and materials that cover the curricular competencies required for the student's grade level
- Provide flexible learning by offering choices and options through project and inquiry-based learning.
- To communicate with parent and student on a regular basis
- To organize classes, school-wide events and field trips
- To ensure learning plan outcomes are met by offering an educational allotment to students enrolled in the program

Parents:

- To commit to spending time with their child reviewing assigned material to ensure understanding
- To work with their child when not at school to complete assigned course work provided by the classroom teacher.
- To schedule meetings between their child and their classroom teacher for regular reporting conferences and for assistance with mastering materials as needed.
- To review, monitor and help their child correct their work, to ensure mastery and to provide additional support as needed.
- To ensure the classroom teacher receives substantial evidence of work in all subject areas each week.
- To communicate with the classroom teacher on a regular basis regarding progress or concerns.
- Provide additional supplemental materials on an as needed basis. These activities are in **addition to** assignments provided by the classroom teacher, **not in replacement** of them.

Student:

- To communicate with their classroom teacher and parents regarding their schoolwork.
- To commit to creating and following a schedule to ensure work is completed.
- To commit to the opportunity to explore and grow intellectually in a choice learning environment.
- To complete and submit assignments each week as per the learning plan and/or the schedule established by the parent and classroom teacher.
- To contact the classroom teacher, either independently or through their parents, when additional help is required.
- To attend school on Monday and Tuesday from 8:45am-2:33pm

Parent/Teacher Communication

It is of significant importance to U-Connect that there is an open line of communication between parents and teachers. This is vital for your child to get the most out of their education. Parents know their child's needs, so we ask that you please bring any thoughts or concerns to the teacher's attention promptly so that he/she can use that information for your child's benefit. The best way to address questions around your child's needs is to book an appointment to meet with your child's teacher. As the start and end of the day is often very busy, this will ensure that your meeting time will be uninterrupted.

Who to contact with concerns:

- a. If the conflict centers on a classroom issue, the first point of contact should always be made with the classroom teacher.
- b. If a resolution is not reached, it is then appropriate to involve the Vice Principal. He/she will be able to help facilitate an open dialogue with the classroom teacher to help ensure you are feeling your concerns are being heard.
- c. If a resolution is still not reached it is then that the principal should be included in the conversation.
- d. Should the matter result from a situation arising outside of the classroom, it is then appropriate to discuss this with the school Principal.

***Please note the school administration is always available to parents. We would appreciate following this line of communication to ensure classroom teachers are given the opportunity to dialogue and problem solve situations that they directly oversee.*

Curriculum

Students in distributed learning programs follow the provincial curriculum as laid out by the Ministry of Education. For elementary and middle school students, the areas to be covered include Language Arts, Math, Science, Social Studies, Physical Health Education, Fine Arts, Career Education and Applied Skills Technology and Design. In addition, beginning in grade 5, students are required to take a second language, usually French.

At U-Connect the classroom teacher will provide all required materials and assignments to meet Ministry of Education requirements. By completing the assignments from the classroom teacher, families will be ensuring their student will meet the requirements laid out by the Ministry of Education.

Learning Plan

At the beginning of the school year, your classroom teacher will meet with you and discuss a learning plan. During this meeting the teacher will address the concepts and topics that will be covered at school during face-to-face classes and ways that you can support your students learning during your days at home. At this time, you will also determine any other resources that may be required to help support your home learning experience such as dance classes, team sports, etc. This information will then be added to the learning plan and approved by the classroom teacher.

Teaching Your Student at Home

For students in the U-Connect Program, the amount of work assigned for home learning each week is about 2-6 hours of work a day, for three days a week, depending on the grade level of the student. This work encompasses all subject areas and can be spread out over the 5 days that students are not in session. How this time is allotted throughout the student's work week is where the benefit of U-Connect's flexibility comes in. How you plan and structure your work week is up to you; here is an example of what a typical work week **might** look like:

Suggested Weekly Schedule

Blue – Daily activities. These learning activities are best done in the morning. Research shows that the prime learning time for children is during the first portion of their day. Parent instruction and involvement is **required** and important.

Green – These activities will vary from week to week, usually take less time and these could be done in the morning or afternoon. Parent instruction and involvement is **required** and important.

Orange – These activities will require less parent involvement and students can work more independently. Some parent support in setting these learning activities up in the beginning will be needed.

Purple - *These activities are for intermediate and middle school (grade 5 – 8) students only.*

Subject	Wednesday	Thursday	Friday
	Each Wednesday morning parents/students should check the teacher's preferred platform for assigning work: class website, weekly e-mail, SPACES or Teams for assignments.		
Language Arts	Language Arts will be worked on each day. Parents may need to provide weekly or daily instructions/mini lessons each day depending on your child's needs. After the mini-lesson, independent (or guided) work time may vary.		
Math	Math will be worked on each day. Parents may need to provide weekly or daily instruction or mini lessons each day depending on your child's needs. Post mini-lesson, independent (or guided) work time may vary.		
SS and Sc.	These subjects will require approximately 30 minutes twice a week. Time will vary depending on the assignments or projects. Parent instruction will be required to ensure understanding and to provide guidance as needed.		
Fine Arts	The Fine Arts requirement can be met in several ways: <ul style="list-style-type: none"> • Music lessons • Art classes • Being involved with a drama group • Dance classes Please make sure these classes are on your child's learning plan.		
PHE	<ul style="list-style-type: none"> • 30 minutes of Daily Physical Activity is encouraged at this level. • Physical Education – skill development can be met by participating in a team sport, taking swimming lessons, participating in an individual sport i.e. Judo, golf • Health requirements are met by completing teacher directed assignments 3 – 5 times a term. 		
Careers	Often covered during class time. Some assignments may come home. The required amount of time will be minimal throughout the term.		
Language (French)	Taught during class time and available online. Students should spend 15 – 20 minutes daily.		

Daily schedules will depend on your child's needs. Some students need support with all activities; others are very independent. You know your child best. These schedules are suggestions to help support the average student. We encourage you to adjust as needed. Talk to your classroom teacher if you find your child is overwhelmed by assignments. Parent support is crucial during this stage of learning development. Independence is encouraged, but not all students are able to work on their own.

Assessment

Assessment is an ongoing process of gathering evidence about what a student knows, understands and can do. It also helps to identify learning strengths and learning needs. For assessment to be effective, the student must complete and submit assignments regularly as per the schedule established by the classroom teacher.

Evaluation and Reporting

- Evaluation and reporting of student progress takes place at least five times per year.
- Two of these reports are informal and may take the form of a phone call, email, or face-to-face discussion.
- Three evaluations are formal and result in a report card or Student Inclusive Report. Conferences occur three times per year in September, February, and March. Conferences give an opportunity for the students, parents, and teacher to meet and review the student's progress towards meeting curricular competencies and set goals for the coming term. Conferences can be either student led, or face-to-face teacher led.

The following are some examples of evidence of learning for assessment and reporting purposes:

Fine Arts

- Artwork created by the student.
- Evidence of attending a play, art museum or performances.
- Photos or video recordings of a student's work or performance.

PHE

- Photos of students participating in physical and health education activities.
- Certificates demonstrating completion of/or participation in physical activities. This can include letters from coaches and instructors.
- Projects or assigned curriculum from the classroom teacher.
- PHE/DPA monthly logs.

Accountability

- Assignments are submitted **weekly or bi-weekly** depending on the classroom teacher's requirements (in person, Spaces, Teams, Brightspace etc.)
- The school will be looking for the following:
 - Regular submission of assignments
 - Evidence of learning taking place at home with a supervising adult
 - Regular class attendance each week
- If these requirements are not met, school staff will work with the student and family to identify the barriers to success in our program. A review of the suitability of the students in the program will be conducted by the school administration with parent and teacher consultation. Should it be determined that U-Connect is not a good fit for the student, school administration will work with the parent to discuss other programs in the district that may better serve their child's needs.
- Consistent failure to upload or submit work throughout the school year will result in a meeting with the teacher to discuss the issues and problem solve ways to get back on track. If there is continued failure to regularly submit work, administrative intervention will be required.

Attendance

- Attendance on Mondays and Tuesdays is very important. Since students are only in attendance these two days a lot is covered in class. Please make every effort to be here, on time, for both days. Inconsistent attendance will result in a meeting with the teacher. If there is a continued failure to attend regularly, administrative intervention will be required.

Educational Resource Allotment K – 8

The main purpose of the allotment is to Support the individualized learning plans for U-Connect students outside of the school. Each student enrolled by September 30th, may access funds up to \$600.00. Students enrolled after the end of October may access \$300.00. Students who enroll after March 31st will not receive an allotment. Requests for expenditure must be submitted by June 1st. There are rules and restrictions for its use, based on Ministry of Education guidelines for Distributed Learning schools. Please note: All expenditures **MUST** be pre-approved by the student's classroom teacher and based on the student's current learning plan.

Use of the allotment must fall into 1 of the following 2 categories:

1. **Services** - provided to meet curriculum requirements based on the student's learning plan, such as payment for music lessons, drama programs, swimming lessons, soccer registration, etc.
2. **Consumable curriculum** - resources approved by the classroom teacher as an additional resource to help meet learning outcomes.

When accessing the educational resource allotment funds, it is the parent's responsibility to:

1. Find the program you want your child to take and email your classroom teacher with a request for approval. Please include all course or program information including contact information for the business or service.
2. The teacher will then let you know if your program is approved and send you a fillable allotment form. Please complete this form in fill and send it to Cynthia Dobbs Cox at the office: cdobbscox@sd35.ca

Please Note: We cannot reimburse you for fees paid by you to a vendor under any circumstances. Payment must be made by U-Connect directly to the vendor. We cannot pay for registration fees, online subscriptions or annual membership.

O.W.L. - Optional Wednesday Learning

Wednesdays are set aside for additional learning opportunities for students to participate in, if they choose to. Some learning opportunities will take place at the school. Others might be off the school property and require parents to accompany their child on a field trip.

Examples of past O.W.L.s include:

- The Zealous Artist
- The Maritime Museum
- Playland
- Archery
- Britannia Mines

Each year teachers collaborate on organizing O.W.L.s to best meet students' interests and learning needs. There is no guarantee O.W.L.s will be repeated each year, but we do take parents' input of past success into consideration as we plan.

The school pays for all admission and registration fees for students, including the cost of transportation if needed. Should parents accompany their children on a trip, they would need to pay for admission for themselves.

Students are to follow all school rules and guidelines during O.W.L.s. This includes abiding by the same cellphone policy as we do on regular classroom days. Cell phones are to be kept inside backpacks and not used during O.W.L.s.

Social Emotional Learning and School Culture at U-Connect

Simonds and U-Connect share a building and many other aspects of a school, including a school culture. From K-8 grade levels, this school uses the Zones of Regulation© program which teaches students self-awareness, self-regulation, and problem-solving tools. We believe in inclusion, students displaying expected behaviour, kindness, and respect.

Simonds and U-Connect also uses the Open Parachute Program. Open Parachute is a program that showcases videos of real youth sharing stories of overcoming challenges. These videos are followed by exercises to help generate discussions about wellbeing and values.

We also use W.I.T.S.

**What to do if someone
is BOTHERING you?**

Walk away
Ignore
Talk it out
SeeK help

Use Your WITS!

Simonds and U-Connect Students Are Kind

	Respectful	Responsible	Safe
All Spaces	<ul style="list-style-type: none"> Follow instructions from any staff member Use appropriate language Use kind words and expressions Participate respectfully Care for space & property Use manners 	<ul style="list-style-type: none"> Help clean up Ask permission before leaving Set a good example 	<ul style="list-style-type: none"> Keep hands & feet to self Follow directions from any staff members Wear inside shoes while indoors Stay on school grounds
Learning Spaces	<ul style="list-style-type: none"> Be cooperative Use inside voice Wait your turn Make good choices Be aware of other people's needs and personal space Raise your hand 	<ul style="list-style-type: none"> Do your best Ask for and accept help Stay on task Own your actions Clean up after yourself share 	<ul style="list-style-type: none"> ask permission to leave push in chairs always walk follow emergency procedures keep feet on the floor
Washroom and Water Fountain	<ul style="list-style-type: none"> Respect privacy & property Wait quietly for your turn Flush the toilet 	<ul style="list-style-type: none"> Keep your visits short Keep water in the sink Wash your hands Clean up after yourself 	<ul style="list-style-type: none"> Use nearest washroom and water fountain Keeps lights on Tell an adult if there is a mess
Transition Spaces	<ul style="list-style-type: none"> Move quietly Greet others quietly Help others when able Help keep hallways clean and tidy 	<ul style="list-style-type: none"> Recycle appropriately Walk single file Use appropriate door Keep up with your class Line up quickly when the bell rings 	<ul style="list-style-type: none"> Look where you are going Walk on right side of hallway
Playing Spaces and Gym	<ul style="list-style-type: none"> Include everyone Use appropriate language Keep school grounds clean Share & take turns Be a good sport 	<ul style="list-style-type: none"> Play fair Share & return equipment Line up quickly at bell Do your personal best Report dangers to a supervisor 	<ul style="list-style-type: none"> School-appropriate games Use equipment properly Do not pick up unsafe items Use equipment properly Walk on sidewalks



U-Connect Parent and Student Contract

I, _____ have read the above expectations and responsibilities for teacher/school, parents, and students. I accept the terms of sharing the education of my child with their teacher. I am aware that a parent/adult **should** be home with the student during learning hours to fulfill their responsibility of instruction and support.

I am aware that weekly/bi-weekly submissions of evidence of learning are a part of the U-Connect program. If these requirements are not met, school staff will work with the student and family to identify the barriers to success in our program. A review of the suitability of the students in the program will be conducted by the school administration with parent and teacher consultation. Should it be determined that U-Connect is not a good fit for the student, school administration will work with the parent to discuss other programs in the district that may better serve their child's needs.

I am responsible for meeting with my student's teacher at least once per term to sign the learning plan and review my student's learning and goals. I will work together with my student's teacher to help my student achieve their goals.

I, _____ accept the terms and conditions of this contract as stated in the U-Connect Parent Handbook.

Parent Signature: _____

Student Signature: _____

Teacher Signature: _____

Date: _____