<table>
<thead>
<tr>
<th><strong>Issuing Devices</strong></th>
<th>Currently NCSS students in grades K-5 are being assigned a NCSS device. Upon notification of being quarantined, students will take devices home to access their alternate learning plan.</th>
</tr>
</thead>
</table>
| **Students with Devices and Access to Internet** | The student will use Canvas [https://newton.instructure.com/login/ldap](https://newton.instructure.com/login/ldap) to access links for lessons, any Zoom instruction, and resources to use during the quarantine dates.  

The homeroom teacher will contact the family to ensure they are able to navigate Canvas and to answer any questions. |
| **Students with Limited Internet Access** | The homeroom teacher will contact the family to determine if the student has limited or no internet access and to state the date when the Learning Packet will be available for pick-up.  

The teacher will contact the student’s other teachers for their pages to be included in the Learning Packet.  

The Learning Packet will be available for pickup at the Volunteer Desk weekdays 7:00am – 3:00pm. |
| **Teacher Office Hours** | Teachers will return email and phone calls by the end of the next school day. Teachers may be available during the following times when their students are not in their classroom:  

8:00-8:30 7th & 4th  
9:00-9:30 5th & 6th  
9:50-10:20 K  
10:30-11:00 3rd & 8th  
11:30-12:00 non homeroom  
12:30-1:00 1st  
1:20-1:50 2nd  
2:45-3:00 all staff |
| **Technology Support** | [ncts-techsupport@newton.k12.ga.us](mailto:ncts-techsupport@newton.k12.ga.us) |
| **Attendance** | While your student is quarantined, the student will not be marked absent if he or she is participating in instruction according to the alternate learning plan. If you happen to see an absence, please know this absence will be excused and not held against your student. If your student is prevented from participating in class according to the alternative learning plan due to COVID-19 symptoms, we will follow the NCSS handbook policy for reporting this type of absence and the timeframe to make up assignments. |
| **Communication to Families** | If students are being quarantined, parents will be notified by the school nurse or the administrative team. |