



OF NEW JERSEY

Education, Careers & Lifelong Community for People with Special Needs

Virtual Remote Instruction Plan

A. Access to Digital Resources

1. At the beginning of each school year, ECLC will distribute a survey to each family, to be returned with annual enrollment information, to acquire information of each student's access to the internet at home and a digital device adequate to participate in remote instruction via Zoom or similar virtual platform.
2. Each classroom and related service provider will be assigned an account with Zoom or similar virtual platform to be utilized for providing remote virtual instructions to students. Login information necessary to access instruction or related services will be provided to the family of each student at the beginning of the school year. Upon an emergency school closure, email reminders (or if necessary, telephone contact) of the login information will be provided.
3. Students without a digital device will be provided a tablet, Chrome book or laptop capable of accessing the internet and receiving and transmitting virtual instruction.
4. Students without access to the internet will be provided with a tablet or smartphone device capable of accessing the internet through cell service, and a cell plan with digital access adequate for participation in virtual instruction.

5. Assigned staff will be designated to assist families to provide any assistance that may be necessary to access virtual instruction. Staff include persons fluent in several other languages to assist ESL learners and families who may need assistance. If necessary, ECLC will arrange for outside assistance to the extent we do not have anyone on staff capable of communicating to ESL learners and families in their native language. ECLC will also arrange for its IT vendor to provide assistance requiring technical expertise beyond the capability of our designated staff.

B. Advance Preparation of Work Packets

At the beginning of the school year, instructional staff will prepare work packets to send home that will include at least two weeks' of school work to be utilized in the event an emergency school closure of three days or more.

C. Student Meals.

ECLC does not participate in a meal plan program. Students who need meals delivered to them will be referred to their sending district for assistance.

D. Virtual School Day

The virtual school day will be a minimum of four hours, exclusive of any time set aside for lunch or recess. The school day may extend beyond four hours, or take place intermittently during the day, to ensure the provision of related services.