



Distance Assistance Communication Plan Grades PK-5

Directions

1. **Fill-in** the times the teacher will be able to help you and how you should contact them to get help.
2. **Fill-in** the location where your teacher will post lessons.
3. **Complete** all assignments your teacher gives you.
4. **Turn-in** assignments in by the due date.
5. **Stay in touch** with the teacher often so you know what to do.

Teacher Name	
Support Times	
Support Format	<input type="checkbox"/> Email <input type="checkbox"/> Phone <input type="checkbox"/> Text <input type="checkbox"/> BBB <input type="checkbox"/> Other_____
Teacher Email	_____@ocps.net
Teacher Phone Number	
Where will you post information?	
How will I get my assignments?	
Where will I turn my work in?	

Student Name:

Student Number & Email Address: (Note email is K-5 only)
_____@students.ocps.net

Student Password:

