

## Guidelines for Little Buzzers Preschool- ONLINE LEARNING PROGRAM (OLP)

- 1. Talk to your child that they would be attending our LBP Online Learning Program on a temporary basis, due to covid19 in Bali. Be honest and tell them the truth. Explain to them the schedule and daily routines to be followed.
- 2. Parents/Students must download Zoom Application at their laptop/tablet. We prefer using bigger gadgets so students are stationed in one place, and not moving the phone all the time. We also encouraged them to use their school uniforms so they know that they are attending school in a different setting but still must stay focused on their given task.
- 3. A Zoom Link would be sent to all parents/guardians, simply click (use the password) and Join the class at least 5 minutes before their first subject. Class teachers will supervise the session.
- 4. Make sure that you choose a quiet, well-lighted and well- ventilated room for your child, a conducive place for learning, or a space where he/she could focus and without much distractions. Provide a small table for him/her during the class. Indoor setting is advised (not near the pool, garden, animals etc.)
- 5. A parent/guardian should accompany the student in the room, or must be around the vicinity to supervise them. However, some LBP students are used to doing things on their own, and might need their own personal space while working on their task (esp. Kindy A). In this regard, you may keep a short distance from the student and let him/her work independently but still within your eyesight. Do not leave your child unattended.
- 6. We strictly advise not to invite other children in this Online Learning Program, as this is exclusive for LBP students only.
- 7. As this method is virtual or online, same day but different shorter times would be followed. During their Break Time, teachers will End the Zoom App until the start of the next class. (See schedule)
- 8. Homework will be given and parents would be requested to send videos, photos of students doing the tasks etc.
- 9. If your child wish to Leave the Zoom class (toilet, tantrum, or any urgent matter), please let the teacher know. He/she is allowed to re-join the group if the class is still on-going.
- 10. Finally, let the teachers do the job, but we expect everyone to cooperate, support and follow the instructions, as this is beneficial for your child's mental growth and progress.

Thank you and let us know If you have any question or suggestions.

Team LBP-Online Learning Program

www.littlebuzzers-preschool.org



Guidelines for ENGLISH BUZZ - ONLINE ENGLISH PROGRAM (OEP)

- Q.: Who can enroll in this Online English Course?
- A.: Everyone is invited to enroll and learn English through this program. Students at the age of 6 years old and above are invited to join the program (TK-Dewasa). We are also inviting cruiseline applicants, hotel workers, non-native speakers and university students to learn English with us.
- Q.: What do I need to enroll in this program?
- A.: Our Admin Staff will assist you (Call or WA) to Fill-up the Registration Form (via email). Choose your time schedule and pay the fees. You are ready!

You need (any); a Laptop, Mobile Phone or Tablet (Suggested-a headset with microphone). Download the Zoom App at any Play store or App Store. A Link will be sent + use the password and Join the class at least 5 minutes before the actual time. Class teachers will supervise the session and assist you in this matter.

- Q.: How many students could enroll in one class. How many hours/session?
- A.: For General English Class- a maximum of 10 students would be present. For Private (on-on-one) Online Class. It would only be you and the teacher. Different fees apply so please talk to our Admin for the pricelist.

Classes will be done 2X a week- One Hour per session. Monday to Friday- Between 12.00pm to 6pm. We are flexible depending on the availability of the student/teacher.

- Q.: Where could I do my online lesson?
- A.: Make sure that you choose a quiet, well-lighted and well- ventilated room for you or your child. A small table is suited during the class. Indoor setting is advised (not near the pool, garden, animals etc.)
- Q.: Could a parent accompany the student?
- A.: For TK students, a parent/guardian should accompany the student in the room, or must be around the vicinity to supervise them. Do not leave your child unattended.
- Q.: Could I invite my non-English Buzz Friend to join my English class online?
- A.: We strictly advise not to invite other children in this Online Learning Program, as this is exclusive for English Buzz students only. If this happens, the management will charge extra fees at your expense.
- Q.: Would there be Homework to be given?
- A.: Most of the time, the teacher will allocate a Homework for you to work on for mastery of the lesson.
- Q.: What is the benefit of studying online?
- A.: In our present situation, this is the safest and most appropriate method of learning. Not only you could save money and time in travelling, but this also gives you the flexibility to step-up in your education/career at the comfort of your own home. More info at <u>www.englishbuzz.org</u>