

BLOCS LOUISVILLE

VIRTUAL LEARNING QUALITY CHECKLIST

Before you start: Preparation for distance Learning

Engaging student's Parents: Reach out to Parents and Youth. Ensure that they are aware of Virtual Schedule (ensuring your schedule works for the majority of your families' schedules), your learning platform and content (Learning Goals).

Virtual Safety: Virtual Platform Safety Modes are on: Password login and locked screen sharing.

Learning Environment: Reach out to your students and their parents to understand student access to virtual learning and support family's access to the internet and digital tools.

- ❖ Work with Parents and students to establish appropriate home learning environments.

Ensure your students and parents understand how to use your virtual platform.

Safe Environment	
Parents and Youth Are Aware of Virtual Schedule Mode and Content (learning Goals).	
Virtual Platform Safety Modes are on: Password login and locked screen sharing.	
Session information was clearly communicated to participants before session start, including access information, expectations, and required materials.	
Chosen platform, features, and group size are appropriate for session activities.	
Staff are knowledgeable about platform features required for session activities	
Staff are well-lit and camera is positioned such that participants can see their face and demonstrations of activities.	
Staff are audible and background noise is minimal.	

Safe Environment	
Emotional Safety during the Activity:	
Activities and Break out Groups are monitored by staff	
Group Norms and Expectations for virtual activity are agreed on by all participants	
Positive Emotional Climate – Staff are warm and respectful	
Lack of Bias on the part of staff towards participants	
Youth are provided with or have access to any required materials prior to session.	
Staff communicate with youth what to do in the event they need help, encounter a conflict, or feel unsafe.	

Supportive Environment

Staff Greet Participants with a Warm Welcome	
Session starts and ends on time	
Staff explains/displays session Agenda	
There is appropriate time for all activities within the session.	
Participants are engaged with session materials or ideas during the activities: Talking, planning, expressing their own opinions, thoughts, feelings.	
There is a learning/skill building focus that is clearly articulated by staff at the beginning of the session: "Today, we are going to learn about germs and how we can prevent them."	
Staff intentionally gives all participants the opportunity to articulate their thoughts/opinions during the session activity.	
Staff Intentionally mixes praise and non-evaluative language to encourage participation and deeper thinking.	
Staff Scaffolds session learning goals	
Staff asks open ended questions and allows time for participants to think and answer.	

Interaction

Participants have an opportunity to get to know each other with icebreakers and/or small group work.	
Staff publicly acknowledges participant achievements.	
Participants are given an opportunity to work together in small groups on tasks/activities.	
Participants have the opportunity to work together cooperatively on shared projects/activities either in breakout sessions or cooperative activities.	
Staff facilitates group processing of ideas/activity participation or learnings.	
Behavioral expectations are explained.	
Participants are given opportunities to lead.	

Engagement

Planning: Participants are given opportunities to plan.	
Planning: Multiple Planning opportunities are given within the session.	
Choice: Participants are given content alternatives: Choose the subject of a research project.	
Choice: Participants are given process choices: They are able to choose how they do something.	
Reflection: Staff facilitates intentional reflection with the participants: What did you learn today. How did you do today, what could have you done better.	
Reflection: Staff asks participants to evaluate the session and activity: What went well today, what could we have done better?	
Reflection: Staff gives participants an opportunity to present to the full group.	