

# Kumon of Southbury | ALTERNATE LEARNING PLAN

## OVERVIEW

This is the amended and updated version of the plan that was put into place at our center to mitigate the impact of center closure on account of COVID-19. This plan is updated as at April 20<sup>th</sup>, 2020.

### Online Resources Available to Students

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With center closure, students are able to take advantage of various resources to ensure their learning can continue:

#### Email/Text:

Students/parents have the ability to email or text me at any point if they have a question. I can be reached at [manjukapur@ikumon.com](mailto:manjukapur@ikumon.com) or via text at 203-350-9210 or on What's App at 203-300-9210

#### Online Sessions:

Online sessions have been in effect since Mar 15<sup>th</sup>. With the most recent feedback from parents and students who have been taking advantage of these, we have made certain modifications to help improve these further. All sessions are 30 minutes, and depending on the need, are set up as one-on-one or multiple student sessions. Effective April 20<sup>th</sup>, we have migrated to an online scheduler to make the process of scheduling easy and provide parents the ability to schedule Kumon sessions for the next few weeks on an ongoing basis. Exclusive time slots have been built-in for new concepts and advanced students, to ensure those needs are catered to. All sessions are held exclusively on Zoom. The new concept sessions will be updated on the online scheduler on a weekly basis every Sunday, but everything else can be scheduled in advance. As of now, you can book ongoing sessions till May 31<sup>st</sup>.

### Pick up of Work (Kumon-To-Go)

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Despite our best intentions, we are at present not authorized to offer an in-class experience at least till May 20<sup>th</sup>. This means that all assignments need to be picked up using online pick up request form. In our new Kumon-To-Go model, we will now be assigning 3 weeks of work at the minimum, so parents don't have to visit the center frequently for pick-ups. To streamline operations, pick up of work will be restricted to Wednesdays and Saturdays only.

We have also increased capacity of our mailbox to account for the larger quantity of packets being picked up. When coming to pick-up, please look carefully in the mailbox, or in the box below it, to find your child's packets.

## Actionables

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### GRADING

To maintain the quality of learning and instruction, we need your help.

It is very important that students work be **graded at home** while the center is closed. Not doing so can severely impede their learning. We have answer books for Math from level 3A upwards and for Reading from 2A upwards. If you do not already have a home grading book, please reach out to us and we can set you up with one.

If you are not familiar with home grading, [click here to access our home grading guidelines](#) and to view [videos on Math grading](#) and [Reading grading](#).

Please also note that corrections are a part of the grading process. This means that students are expected to fix all errors on a packet before starting the next one.

If you are **overwhelmed with the process of grading**, we are here to support you! While we cannot accept physical sheets during the period of the closure, you can upload your child's work and submit it to us for grading. If you would like to do so, please [send us an email to set it up](#).

### SCORES SUBMISSION

Parents/students will also be expected to enter the scores on a **weekly basis** and [submit them online](#) or enter them on the [blank score sheet](#) and email/text us a picture of it at the end of the week.

All scores for the week will be **due by Friday midnight** of that week.

Please note that scores must be updated before future work can be assigned.

## Streamlining Communication

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We fully understand the concern regarding coronavirus and how it's impacting your Kumon experience. In order to streamline communication, we will continue to send you timely updates. This will include any updates in regards to the spread of the coronavirus, additional tools that may be created to support you and your child, and best practices from other parents and students on how they are coping and managing. The communications will also be accessible online on our website under "Resources" tab.

For any questions, please do not hesitate to email us [manjukapur@ikumon.com](mailto:manjukapur@ikumon.com)