**RCHS Level 3 (Red) Learning Schedule and Guidelines**

Dear RCHS Families,

Here is how daily learning will work should Rapid City High School have to move to a Level 3 (Red) learning schedule.

**Some Quick Tips on Distance Learning**

* Do one thing at a time – don’t multi-task. Put your phone away while doing schoolwork.
* Doing schoolwork for 1 or 2 shifts of about 1-2 hours a day may work best.
* Talk to your teachers via phone or Zoom – you’ll feel more connected and motivated.
* Make a manageable daily schedule that makes time for breaks and stick to it.

**Accessing Canvas**

* All RCHS courses are available online through Canvas.
* There is a Canvas Student app that can be downloaded to your smartphone.
* If you do not have internet access at home, call the school office, Mr. Heilman (939-6529) or Ms. Roberts (939-6477) for help.
* In the meantime, some work on paper can be picked up from the school. Call the numbers above to make an appointment.

**Daily Schedule**

* You can see teachers’ daily schedules and sign up for their offerings in PL Tools.
* Teachers have posted their daily schedule and contact information in Canvas so you will know when and how to get help from them.

**YOU CAN DO THIS!! WE ARE HERE TO HELP.**