

Remote learning day checklist

One per child, per day. For parents and for the nanny or helper running the day.

Child: _____ Grade: _____ Date: _____
Device: _____ Where links appear: _____ Parent's number: _____

The night before

- ☐ Tomorrow's timetable read, including today's changes
- ☐ Where each lesson link appears noted
- ☐ Devices charged, charger by the table
- ☐ Headphones checked
- ☐ Worksheets printed, books and materials out
- ☐ Plan sent to the nanny or helper

The morning

- ☐ Breakfast before the first lesson
- ☐ Quiet spot, good Wi-Fi, young child within sight
- ☐ Signed in 10 minutes before the first lesson
- ☐ App and platform updates done
- ☐ Water bottle on the table

Before each lesson

- ☐ Right link, from the official channel only
- ☐ Camera on if asked, microphone off until needed
- ☐ Book, worksheet or materials ready
- ☐ Link fails: refresh, restart app, screenshot, report during the lesson

Breaks

- ☐ Up and away from the screen
- ☐ Snack and water
- ☐ Toilet before the next lesson
- ☐ Next lesson's link and materials checked

End of the day

- ☐ Homework and tasks submitted
- ☐ Teachers' messages read
- ☐ Tomorrow's timetable and links checked
- ☐ Devices on charge
- ☐ One-line update sent to the parent

Once a week

- ☐ School's weekly update or plan read
- ☐ Attendance and homework reports checked
- ☐ Worries raised with the class teacher early
- ☐ A screen-free chat about how it is going

If there is a safety alert

Follow it first. The lesson can wait and can be caught up later.

From heyraha.com/blog/gcc-remote-learning-day-checklist. Follow your school's own timetable and instructions. Hey Raha reads your school emails, read-only, and sends you and your nanny or helper one WhatsApp plan with the links for each lesson. Try free for 14 days at heyraha.com.

Remote school day plan

Child: _____

Date: _____

Time	Lesson	Link or where to find it	Needs	Done
Break				
Break				

Homework due

Notes for the parent