

## Here's how to Contact Us

### NSVS Support Teacher

#### Tommy Chisholm

tommy.chisholm@srsb.ca

902-870-4460

(attendance issues; grade concerns;  
liaison with NSVS teachers)

### Help Desk

nsvs@novascotia.ca

902-424-2450

(technical concerns)

### Office Hours

Monday to Friday:

8:30 am to 4:30 pm

**Email** [nsvs@novascotia.ca](mailto:nsvs@novascotia.ca)

**Phone** 902-424-2450

### Office Location

2021 Brunswick Street, 4th Floor

Halifax, Nova Scotia

B3K 2Y5

**Your help makes  
a difference with  
student success!**

## Thanks for being an NSVS School Contact



► **Your support helps students.**

**NOVA SCOTIA  
Virtual School**

École virtuelle de la Nouvelle-Écosse

Visit <https://nsvs.ednet.ns.ca>

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## HERE'S HOW YOU CAN HELP SUPPORT STUDENTS

### REGISTRATION



- ▶ Ensure all student information is documented at time of registration including adaptations, and any relevant individual circumstances
- ▶ Inform your NSVS registrar if the course is available to the student in-person at your school so they can seek permission for the student to opt to take the NSVS Course
- ▶ Ensure that required materials and equipment will be available to students when courses begin (see the NSVS Launchpad Courses page for materials lists)



### FIRST DAY OF SCHOOL

- ▶ Ensure that students have the materials, equipment, and internet connection needed for their courses
- ▶ Ensure that students have supervised space to work in which is conducive to learning
- ▶ Inform the NSVS Teacher of any special circumstances pertaining to students



### COMMUNICATION

- ▶ Act as liaison and facilitate connections between teacher/student and teacher/home
- ▶ Let the NSVS Help Desk know of any issues with logging in, echats or accessing online courses if they can't be resolved with the NSVS teacher

## NOVA SCOTIA VIRTUAL SCHOOL



### SUPERVISION

- ▶ Receive and administer assessments, including summative assessments
- ▶ Ensure that students receive assessments (if applicable) on the day of the assessment
- ▶ Provide or arrange appropriate supervision during assessments to maintain validity



### ATTENDANCE

- ▶ Ensure that students are attending NSVS online class during block in which they are scheduled and record school-based attendance
- ▶ Address attendance issues at school level, with home, and with NSVS support teacher



### SUPPORTING STUDENTS

- ▶ Conduct frequent check-ins with NSVS students – communicate with NSVS teacher if there are issues
- ▶ Communicate student issues that may arise