Rich Pond Reopening Information

2020-2021 School Year
Parents,

Our school would like to provide you with the most complete information we have at this time to assist you in making your decisions for the 2020-21 school year. We know that for all families there are a number of things you must consider.

Please understand a few things. First, our goal is always to keep your child safe and we will follow local, state, and national guidelines in order to do so. Your support and positivity regarding school with your child will help them have less anxiety and help us improve safety. Second, we know this situation is fluid. I have asked for flexibility from our staff and I ask that of you too. Finally, each school is different. On top of a global pandemic, we are building a new and amazing facility. The loss of parking, car rider capacity, and our playground have necessitated a number of changes that we will have to implement for this year and next. We will do our best to effectively communicate the challenges of construction and the Coronavirus as they pertain to our families.

We have the best staff. They will love your kids, build relationships with them, and care for them as they would their own. We view this as a calling and a "second home" more than a "job." As you read through these slides, please know that our guidelines were developed following health and education guidelines and with input from staff throughout our building. We want this to be a great year despite the challenges we face.

Take some time to review over this and the linked documents. If you have questions you may email me at dan.costellow@warren.kyschools.us. Thanks!

Dan Costellow, Principal
In-Person vs. Virtual Academy

Virtual Academy:

- For those wishing to sign up for virtual academy, this is a semester long commitment (Two 9 week periods).
- If you enroll in the Virtual Academy you will not be able to switch to in-person until January of 2021.
- It is likely that all Virtual Academy Students will have a teacher who is not a teacher at Rich Pond.
- The Virtual Academy will be much different than what families experienced with emergency NTI in the spring. The content will be much like what is taught in the classrooms and will be a more rigorous experience.
- Students must have reliable internet access and a device (not a phone) that can connect to the internet to enroll in the Virtual Academy.
- Virtual Academy students will be able to participate in clubs (when we get permission to resume those) but they must be transported to and from those activities. We may also consider conducting some virtual club meetings.
- Students will be required to log in and complete classes and activities from 8-3pm each day and participation will be required during those hours. This means most assignments can NOT be completed outside of school hours. Paper copies will not be available at this time. Teachers would be available for communication during regular school hours and may not necessarily reply at night or on weekends.
- Click Here to learn more about Virtual Academy and to fill out your intent by Friday, July 17th. This is extremely important as this number will dictate how we assign in-person students to rosters.
In-Person vs. Virtual Academy

**In-Person:**

- Normalcy for our students is very important to us. The school day will be the same in many aspects but also a little different since we have to abide by state mandates for masks and social distancing requirements.
- The first day of class we will not be able to allow parents to walk their child into the building and to their room.
- It is unlikely that we will be able to maintain 6 ft. distance in the classrooms, therefore a mask will be worn in the classrooms during instructional time.
- A mask will be required for all students 1st through 6th grade who chose in-person learning unless the school receives written doctor's orders that state otherwise.
- Mask breaks will be scheduled frequently throughout the day.
- At this time, if you chose in-person learning, we are asking you commit to the semester (two 9 week periods). We know there may be circumstances that may lead families to request a change from in-person to virtual but those situations will be handled individually by school administration.
- If you choose to send your child to in-person classes you still must fill out the intent form. [Click here](#) to access the intent form by July 17th.
- At this time, classes will be self-contained and students will not be switching classes or gathering in small groups for assessment based instruction.
- At this time field trips and assemblies are not permitted.
Open House Dates/Times

Due to restrictions on the size of gatherings and lack of parking with construction, open house will be broken down by grade and gender.

Each night we ask that girls come from 5:00-5:45 pm & boys will come between 6:15-7:00 pm.

Tuesday August 4th: 2nd and 6th Grade
Wednesday August 5th: 1st and 3rd Grade
Thursday August 6th: 4th and 5th Grade
Monday August 10th: Kindergarten

** If you have children whose scheduled time is at the exact same time we request that 1 parent go with one child and the other parent go with the other child.

For special circumstances please email dan.costellow@warren.kyschools.us
Open House Procedures

➔ Masks and temperature checks will be required before entering the building.
➔ Maximum of 2 parents and the enrolled student please (no siblings).
➔ Arrive only at your designated time (no early or late entries permitted).
➔ Please arrive no more than 5 minutes prior to your designated time for temperature checks.
➔ Open House visitors will be escorted to classrooms.
➔ Please visit ONLY your child’s classroom.
➔ Back to school forms will be provided in bins the week preceding Open House (email/texts sent to all parents when forms are ready for pick up)
➔ Bring ALL completed forms to your designated open house day/time
➔ If you can’t pick up forms prior to Open House they will be available at Open House and must be turned in on the first day of school. This is for virtual and in-person students.
➔ Car rider tags will be provided during Open House (mandatory for car riders)
➔ **Open House is for In-Person students only.** Virtual Academy Students will hear from their respective Virtual Academy Teacher.
Morning Procedures

▪ Doors will open at 8:00 AM. The school is unable to offer early drop off at this time. Community Education will not offer before-school care, but may be able to at a later time. Here is their website: https://www.commed.us/
▪ Buses are expected to unload one at a time to limit congregating and interactions between students.
▪ All students will have their temperature checked upon arrival before entering the school. Students with a fever will be rechecked after a few minutes.
▪ Students having any exclusion criteria will be sent home.
▪ Review the list of exclusion criteria.
Breakfast & Lunch

- Breakfast & lunch may be in the classroom or the cafeteria. This will be based upon the population of students choosing in-person instruction and current guidance from the governor, health providers, and/or the commissioner of education.
- For Virtual students, breakfast and lunch can be picked up at the school at established times and your child's account will be charged unless they are free or reduced. Click here to add money to your child's account. Food will not be delivered as it was during spring NTI.
Technology in the Classroom

Teachers will utilize Google technology in daily instruction.

Students will become familiar with logging in and accessing digital instruction, practice, and assessments in the classroom setting.

This will aid in the transition to virtual learning in the event of a classroom or school closure.

Live streaming in classrooms will not occur due to student confidentiality.
Bring Your Own Device

- Students will be permitted to bring an approved device from home for school use after the student and parent have reviewed and signed Rich Pond’s BYOD Agreement to show their willingness to follow expectations.
- The device must have internet access.
- Phones will NOT be permitted.
- Students are NOT required to bring their own device, school equipment will still be provided if your child needs one.
What will it look like?

On the Bus

- Load from back to front.
- Unload from front to back.
- Students should sit with their siblings if possible.
- All students will be expected to wear a mask with the exception of students in preschool and kindergarten, and students with a medical statement from a doctor.
- Do not sit in the seat directly behind the driver.
What will it look like?

In the Classroom

- Students will wear masks when 6 feet of distance cannot be maintained.
- Students should have their own personal supplies (crayons, pencils, scissors, headphones, etc.). If you need assistance with supplies contact our Family Resource Coordinator: hannah.minton@warren.kyschools.us
- Mask breaks will be provided throughout the day.
- Supplies & manipulatives that are shared between students will be sanitized between use.
Masks

Masks should:

- Fit snugly but comfortably against the side of the face. (Shields are not permitted in place of a mask)
- Be secured with ties or ear loops.
- Include multiple layers of fabric.
- Allow for breathing without restriction.
- Be able to be laundered and machine dried without damage or change to shape.
- Cover both mouth and nose.

Preschool and Kindergarten students will not be required to wear a mask.

Additionally, a student would be exempt from wearing a mask after providing a medical waiver.
Mask Breaks

- Classrooms will have a designated area to allow students to take mask breaks if needed, with teacher permission.
- Mask breaks will be scheduled throughout the day to allow all students to take off masks. At this time we anticipate 1-2 breaks in the morning and 1-2 in the afternoon, in addition to a break at lunch and recess.
Recess

- Students will participate in mask-free outdoor recess, weather permitting.
- Each homeroom will have a separate area/time.
- Students can bring items from home to enjoy during recess (Book, Jump Rope, Drawing Supplies, etc.) these items must fit in their backpacks.
Health Rooms

- Students exhibiting symptoms of Covid-19 based on the exclusion criteria will be placed into isolation areas in order to prevent the spread to others.
- Student medications will be housed and distributed in a separate room.
Visitors at School

- Due to contact tracing guidelines, visitors cannot be allowed at this time.
- We also cannot allow volunteers in the building. However, there may be tasks that you could complete for teachers from home. Talk to your child’s teacher about this.
- Parents cannot eat lunch with their child.
- Class parties may occur, but at this time we cannot allow parents to attend due to Coronavirus and a lack of parking space.
Classroom Rotations

**Kindergarten - 2nd Grade**
→ Will be self-contained. This means that students will stay in their homerooms with their homeroom teacher all day with the exception of related arts time.

**3rd - 6th Grade**
→ To meet the concern of students traveling between classrooms and sanitizing items, our teachers will rotate between classrooms. Students will remain in their homerooms.
Related Arts Rotations

Students will still get the opportunity participate in related arts classes.

- PE will be in the gym unmasked if 6 ft of space can be maintained.
- Guidance, Art, Music and Technology will be in the classrooms.

**Related Arts will include:**
- Music
- PE
- Guidance/Social Emotional Learning
- Technology
- Art
- Library
Dismissal

**Bus riders:**
→ We will stagger dismissal from the classrooms and load the bus from back to front
→ All students will be expected to wear a mask with the exception of students in preschool and kindergarten, and students with a medical statement from a doctor.

**Walkers:**
→ Walkers will be dismissed with bus riders. Walkers will sit on the benches in front of the main entrance and a parent is required to be visible before we hand your child off.
→ Parents are NOT permitted to park in the parking lot and walk up and get their child as a walker.
Dismissal

**Car Riders:**
- Car riders will be dismissed from the gym/cafeteria.
- No front office pick up permitted.
- Preschoolers car line will be picked up at the curb of door 5 (details will come from the PK teacher.
- Due to construction resulting in a smaller car rider area, only families with student last names A-K can enter the car rider line before 3:40. At 3:40, names L-Z may enter. We will share more details regarding this closer to the start of school.

**After School Program:**
- Community Education will accept a limited number of applicants for afternoon program for the 2020-2021 school year.
- You can find out more information and enroll your child by visiting their website: [https://www.commed.us/](https://www.commed.us/)
Final Details

- No doubt, this will be a year like no other. We believe that if we’re in this together we have a greater chance of success.

- If you have already completed the survey but feel that you need to reconsider your choice based on this most recent information, please notify Dr. Costellow by July 17. The district will begin planning immediately for Distance Learning staffing needs. 
  dan.costellow@warren.kyschools.us

- A link to parent questions and answers is on the last page of this document. Please review it. It also contains a link to submit additional questions you may have.

Tell your child that Dr. C wears a mask too!
Next Steps

Register Online

ALL students (both in-person and virtual academy) must be registered using this link.

Click Here

Stay Informed

Here you will find WCPS information that is updated frequently.

Click Here

Make a Decision

Please make your selection (in-person or virtual academy) and complete by July 17th.

Click Here
Thank you for your time!

We look forward to a “better than normal” school year with our students.

FAQ for Parents
Please review and check for updates!

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