



# ATKINSON ACADEMY

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Atkinson Bear Community C.A.R.E.S.  
Challenge ~ Responsibility ~ Self-Control  
Acceptance ~ Empathy

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August 25, 2020

Good afternoon,

The Timberlane Elementary Administrative team is pleased to share several updates with you regarding the 2020-2021 school year.

## **Teacher Assignments and Cohort Placement**

We would like to first provide an update in regards to cohort assignments. The elementary team is working closely with the secondary level teams to ensure that we are aligning families district-wide. We anticipate the announcement of cohorts by the end of the week. We realize that this is challenging for our families and that childcare needs to be planned. Please know our team is working as hard as we can to get this information to families as soon as possible.

## **Open House**

In normal times, we would be welcoming our families to our school to see the classrooms and meet the teachers. As we all know, these are not normal times. To ensure time to prepare, we are exploring an "Open House" experience at each elementary school that will take place later in September. We will be sending out more information once the school year is underway.

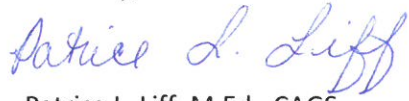
## **Frequently Asked Questions**

We have been receiving many questions from our families. Attached are the answers to the most frequently asked questions, which include answers to:

- Cohort schedules
- UA Instruction
- Materials and Supplies
- Mask Protocols
- Chromebooks
- Health and Safety protocols

We understand how excited and anxious everyone is to be back and we share those feelings with you! We are confident in the work that has been done and we are excited to share with you and our students all of these projects in the very near future. The 2020-2021 school year is shaping up to be a great one!

Sincerely,

A handwritten signature in blue ink that reads "Patrice L. Liff". The signature is written in a cursive style with a large, stylized "L" at the end.

Patrice L. Liff, M.Ed., CAGS

## **Elementary FAQs for Parents**

### **What can students bring to school?**

We are asking that families limit the number of items a student is bringing into school. Each student may bring a backpack with their own personal items/supplies, along with their TRSD issued chromebook and charger cord. We will also be supplying each student with their own set of classroom supplies (crayons, scissors, glue, etc.) to use in the classroom that will remain in the room each day.

### **What supplies do I need to send in with my child?**

Due to the current pandemic, all Pre-K-Grade 12 students will need to wear a mask while at school. We will be building in outdoor mask breaks for our students.

### **Will elementary students each have their own Chromebook? Will that Chromebook need to go back and forth with them to school each day?**

Yes, elementary students will each have their own Chromebook. Our staff will be working to balance screen time; however, there may be days where a student will need to use their Chromebook in the classroom. Teacher policy will vary on how frequently chromebooks need to be brought to school.

### **What is the mask protocol for elementary students?**

COVID-19 has resulted in unprecedented challenges and safety concerns for our community. Health experts made clear that social distancing and the use of cloth masks are highly effective in mitigating the spread of the illness. In an effort to provide an in-person learning experience, the Timberlane Regional School District has approved a hybrid plan that includes a mandate that all staff, students, and building visitors must wear a mask while present in school buildings. Outdoor mask breaks will be built in for students.

### **Will my child be wearing a mask all day?**

Wearing masks for a full school day is a challenge for staff and students. As such, scheduled mask breaks will be integrated into the school day. Mask breaks will happen outside but will adhere to the following parameters:

- During mask breaks, strict social distancing will be enforced. Strict social distancing will be defined as remaining six (6) feet apart, in all directions and students not singing or yelling.
- Possible activities to ensure safety during a mask break include:
  - Silent meditation and mindfulness activities (not involving heavy breathing)
  - Independent silent reading
  - Snacktime
  - Lunchtime
  - Movement break (not involving heavy breathing)

- Teacher read-aloud

**What will my child's classroom look like?**

All TRSD schools will be abiding by CDC guidelines to ensure the safety of our staff and students. Each classroom will contain only the essential furniture needed. Most classrooms will house between 12-16 student desks and a teacher desk, depending upon the room's dimensions. At the elementary level, children will be spread out between two adjoining classrooms. The classroom teacher, along with other professional and support staff, will work together to instruct and work with students within each classroom.

**Where will students keep personal belongings?**

Students may keep personal belongings with them at their desks. Backpacks may be placed to the side of their desk or beneath their chairs.

**Is breakfast still offered in the mornings?**

Yes, breakfast is offered in the mornings. Once students arrive at school, they will wait in a socially distant line to pick up their breakfast.

**What will lunch and snack time look like?**

This year, lunch will look a little different compared to past years due to increased protective measures in response to COVID. Students will eat lunch in their classrooms at their desks. If a student is purchasing hot lunch, the student will be walked to the cafeteria by a staff member to select a lunch and then bring the lunch back to the classroom. The hot lunch will be packaged in a disposable container with a closed lid to make it easy to bring back to the classroom. For students wishing to purchase a milk only, a staff member will bring the milk directly back to the classroom for the students. Students are given 20 minutes to eat lunch and lunch will start after the students who have purchased their hot lunch are back in the classroom.

Snack time is typically around 10 minutes in length and occurs mid-morning. This year, snack time may serve as an opportunity for a mask break and we may even try to go outside to eat our snacks from time to time.

**How much recess time will my child have?**

There will be at least 20 minutes of recess time built in each day, with additional mask breaks built in.

**Can my child refill their water bottle during the day?**

It is recommended that all students bring a water bottle to school this year. Students will be able to refill their water bottles at the water bottle stations. The drinking fountains will not be operable this year.

### **What are the parent drop off procedures?**

Each elementary school is unique in its space and therefore, your neighborhood school will be communicating with families about their specific drop off procedures as we get closer to the start of school.

### **School start and end times?**

**Remote:** The remote school day starts at 8:30 AM with a 15 minute morning meeting. An example of the full remote schedule is attached.

**Cohort Model:** Each neighborhood school will be sending communication specific to their school's start and end times, along with their drop off and pick up procedures.

### **When should I keep my child home?**

The health and safety of students and staff is a priority in any return to in person school. Attendance at school (full return or reduced capacity) will require a screening process by parents each morning for each child. TRSD is asking parents to use the following CDC guidelines each day as reasons to keep your child(ren) home. These symptoms are indicators of communicable diseases (including COVID-19) and increases risk of illness in school communities.

- A fever (Greater than 100 F), do NOT send them to school. If your child does have a fever, please do not use fever reducing medicine in order to send your child to school. Your child must be fever free (without the use of fever reducing medicine) for 24 hours prior to returning to school.
- Respiratory symptoms (cough, runny nose, or sore throat), especially associated with a fever.
- Appearing ill, is not responsive, irritable, persistently crying, having difficulty breathing, or having a quickly spreading rash. • Diarrhea • Vomiting 2 or more times in the previous 24 hours.
- Abdominal pain associated with fever or other signs or symptoms.
- Mouth sores, skin sores or rashes, with other signs or symptoms of illness.

Please also consider:

- If your child(ren) has been exposed to a confirmed case of COVID-19, please consider keeping them home from school for 10-14 calendar days and monitor them for signs and symptoms.

- If your child(ren) has traveled to a part of the country/ world where there is a high prevalence of COVID-19 cases, please consider keeping them home from school for 10- 14 calendar days since your return and monitor them for signs and symptoms.

**How do I call my child out sick? Do I call them out sick on a remote learning day?**

Regular daily attendance and punctuality are essential for the continuous progress of your child in school. Parents are expected to send children regularly unless their child is ill. Please call the school and leave a message on the attendance line explaining why your child is absent. You may also use the PickUp Patrol online application to report that your child is going to be absent. This protocol will also be utilized on remote learning days.

**Will my child only receive instruction in one room? (specials, related services, etc.)**

All students will receive their core instruction and Unified Arts instruction in their classroom. Physical education will take place outdoors weather permitting. Due to each neighborhood school's unique characteristics, related services and other aspects of the students schedule may vary building to building. Scheduling will be focused upon limiting exposures of different people across the building.

**What are the expectations for remote learning days?**

On remote learning days, students will take part in scheduled mini lessons for each content area and designated Unified Art. There will be a mini lesson that students will be participating in online and then time to practice outside of the zoom session. We are cognizant of balancing and being mindful of screen time. The remote learning day elementary schedule can be accessed by going to the Timberlane District webpage and clicking on the FAQ icon. There is a link to a schedule in the first bullet under Scheduling. You may also click [here](#).

transition times, when not scheduled in between blocks, needs to be accounted for or factored into the day by the teacher.

All grades	cohort 1			cohort 2		
	teacher A	teacher B	teacher C	teacher D		
1 UA per grade	open office time, scheduled by teacher or family	open office time, scheduled by teacher or family	open office time, scheduled by teacher or family	open office time, scheduled by teacher or family		
8:15 - 8:30	Morning Meeting 10 min break at end for revving up for core academics (facilitated or unfacilitated)	Morning Meeting 10 min break at end for revving up for core academics (facilitated or unfacilitated)	Morning Meeting 10 min break at end for revving up for core academics (facilitated or unfacilitated)	Morning Meeting 10 min break at end for revving up for core academics (facilitated or unfacilitated)		
8:30 - 8:45						
8:45 - 9:00						
9:00 - 9:15	Math/Reading mini lesson	Math/Reading mini lesson		Math/Reading mini lesson		
9:15 - 9:30	Work Session to include - whole group, small group, individual follow up to lesson; intervention/enrichment (personalization); specialized instruction if appropriate.	Work Session to include - whole group, small group, individual follow up to lesson; intervention/enrichment (personalization); specialized instruction if appropriate.	Unified Art	Work Session to include - whole group, small group, individual follow up to lesson; intervention/enrichment (personalization); specialized instruction if appropriate.		
9:30 - 9:45						
9:45 - 10:00						
10:00 - 10:15						
10:15 - 10:30	Movement Break/Snack	Movement Break/Snack		Movement Break/Snack		
10:30 - 10:45	Writing mini lesson			Writing mini lesson		
10:45 - 11:00	Whole session to include - whole/ small group/individual support; specialized instruction if appropriate.	Unified Art		Work session to include - whole/ small group/individual support; specialized instruction if appropriate.		
11:00 - 11:15						
11:15 - 11:30	Lunch/recess	Lunch/recess	Lunch/recess	Lunch/recess		
11:30 - 11:45						
11:45 - 12:00	open office time, scheduled by teacher or family, specialized instruction	open office time, scheduled by teacher or family, specialized instruction	open office time, scheduled by teacher or family, specialized instruction	open office time, scheduled by teacher or family, specialized instruction		
12:00 - 12:15						
12:15 - 12:30						
12:30 - 12:45	Unified Art	Work Session to include - whole group, small group, individual follow up to lesson; intervention/enrichment (personalization); specialized instruction if appropriate.	Math/Reading mini lesson	Math/Reading mini lesson		
12:45 - 1:00				Work Session to include - whole group, small group, individual follow up to lesson; intervention/enrichment (personalization); specialized instruction if appropriate.		
1:00 - 1:15	Movement Break/Snack					
1:15 - 1:30	Math/Reading mini lesson					
1:30 - 1:45	Work Session to include - whole group, small group, individual follow up to lesson; intervention/enrichment (personalization); specialized instruction if appropriate.	Movement Break/Snack		Movement Break/Snack		
1:45 - 2:00		Writing mini lesson		Writing mini lesson		
2:00 - 2:15		Work session to include - whole/ small group/individual support; specialized instruction if appropriate.		Work session to include - whole/ small group/individual support; specialized instruction if appropriate.		
2:15 - 2:30						
2:30 - 2:45						
2:45 - 3:00	open office time, scheduled by teacher or family, specialized instruction for students, collaborative planning and PLC once a week	open office time, scheduled by teacher or family, specialized instruction for students, collaborative planning and PLC once a week	open office time, scheduled by teacher or family, specialized instruction for students, collaborative planning and PLC once a week	open office time, scheduled by teacher or family, specialized instruction for students, collaborative planning and PLC once a week		
3:00 - 3:15						
3:15 - 3:30						