

# 2020-21 School Year Handbook Addendum

## Abington Early Education Program

To the AEEP community:

As you know, we have spent the summer developing a safe and executable plan for reopening. As is the case with all schools in the district, the AEEP is following protocols and guidelines provided by the Massachusetts Department of Elementary and Secondary Education (DESE). This has resulted in changes in our procedures that will affect the way students experience the school day, arrive or dismiss from school, and participate in learning. Please note that some plans are subject to changes due to public health conditions at the local and state level. However, we will work to maintain as much consistency as possible.

*-Lora Monachino, Early Childhood and Out of District Coordinator*

\* Please note that procedures are subject to change

### **General Information:**

- AEEP students will follow an in-person model following their IEP or chosen days. We are not using the Hybrid learning model used by the rest of the district
- Should Abington Public Schools enter a Remote Learning model (due to public health factors), instruction will include a combination of synchronous, asynchronous, and One Note lessons/activities. Additionally, there will be scheduled times for teachers and therapists to speak with families.
- The first day of school is **Wednesday, September 16**. This will be for students who will typically attend on Fridays. **Thursday, September 17**, will be for students who attend on Thursdays. **Friday, September 18** will be a remote day as it will be for the rest of the district.
- Beginning on **Monday, September 21**, classes will resume according to their regular schedule.
- **Health & Safety:**
- A safe return to school can only be successful if EVERYONE is vigilant about following all health and safety guidance. *It is vital that families help us with this effort by monitoring symptoms for COVID-19.* Staff and students shall remain home if they have any COVID-19 symptoms: **Fever over 100 degrees, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.** DESE has provided guidance for districts to help shape the response to students and staff who are either symptomatic or have tested positive for COVID-19. [See the guidance here.](#)
- “Please be aware that all Massachusetts residents, including students, are required to follow Governor Baker’s COVID-19 Travel Order and quarantine 14 days when returning from certain

States. More information and updates can be found here: <https://www.mass.gov/info-details/covid-19-travel-order>.”

- Students assessed by one of our school nurses who are displaying COVID-like symptoms will wait in a dedicated room near the main entrance to be picked-up
- The following links outline protocols for responding to COVID-19 scenarios (exposure, positive test, etc)

[DESE COVID Response Protocols](#)

[DESE & DPH Joint memo RE: close contacts, etc.](#)

- All staff will wear masks while in the building. Students are STRONGLY encouraged to wear masks. Please send your child in with at least 2 masks per day. Mark the mask with his/her initials or first name.
- Reminder: the influenza vaccine will be required for all students, [per state order](#).
- Our classrooms, high-touch surfaces such as door handles & handrails, and frequently used areas throughout our building will be cleaned daily. Additional cleaning will occur between AM and PM sessions. Deep cleaning will occur nightly.
- Students will be asked to sanitize hands as they enter the building. Additional hand sanitizing stations have been added throughout our building and both hand-washing and hand sanitizing will occur frequently.
- Students should come prepared with drinking water for the school day. [Classroom and hallway water fountains have been turned off.](#)

#### **Schedules (daily hours, example schedule):**

- School start (8:20/11:35) and end times (10:55/2:10) remain unchanged for the upcoming school year. However, arrival and dismissal processes have been adjusted to allow for cleaning of classrooms between the morning and afternoon sessions. Morning program: 8:20-10:40 Afternoon program: 11:45-2:05

#### **Recess and Mask Breaks:**

- Students will have mask breaks throughout the day. During this time, students will adhere to a 6 ft distance.
- Recess will occur in classroom cohorts. No-touch games will be facilitated by staff members. Until COVID restrictions are reduced, we will NOT have access to the Middle/High School for indoor recess. We will introduce movement and games in the classrooms and hallway during inclement weather.

#### **Arrival & Dismissal:**

- During arrival, parents will park in the lot and walk their student to Door 24, adjacent to the main entrance of the school. Please wait outside and adhere to social distance markings.

- Please use the crosswalk and **hold your child's hand**. The driveway loop can be very busy and we are concerned for their safety.
- Staff will greet students at the door and, one student at a time, walk them to their classrooms. **Morning arrival will begin at 8:20. Afternoon program arrival will begin at 11:45.**
- Students arriving after our start time must call from their car for to arrange for someone to meet your child at an alternate entrance. School staff will admit the student and walk them to class. Parents/caregivers will not enter the main office space.
- **No drop-in early dismissals.** Advance notice is required for all dismissals. This can be achieved via phone call (if the dismissal is unexpected) or email (if parent knows prior to the day of/morning of dismissal) to your child's teacher. Students will be collected by school staff & brought to the front door for dismissal. ID will be checked by staff and students will be released to approved adults. Parents/caregivers will not enter the main office.
- Dismissal will occur at Door 24. Parents should wait outside, adhering to social distance markings. Staff will bring students to the door one at a time. You will be asked to provide identification and a family password. **Morning program dismissal will begin at 10:40. Afternoon Dismissal will begin at 2:05.**

#### **Remote Learning:**

- Should state or local authorities determine that Abington Public Schools must go full-remote, instruction will include a combination of synchronous, asynchronous, and OneNote lessons/activities.
- Students on IEPs will be supported to prevent regression and allow for progress on the goals/objectives.

## Hand Sanitizer Opt-Out Letter

Dear Parents/Guardians,

Hand washing is one of the most effective ways to prevent COVID-19 and other illnesses, and when your students return to school, they will be asked to wash their hands throughout the school day to help keep themselves and others healthy. Hand washing is the preferred method for removing germs however, soap and water are not always readily available. When handwashing is not possible, students will be asked to use hand sanitizer at school; 60% or greater alcohol-based hand sanitizers work by killing certain germs that “sit” on the skin.

Hand sanitizers are considered to be over the counter (OTC) medications. This is to notify you that you have the ability to opt your child out of using hand sanitizer at school. If you DO NOT want your child to use hand sanitizer during the school day, please send a signed and dated paper copy of the sentence below to your child’s school nurse:

I do not want my child, (insert child’s name), to use hand sanitizer during the school day.

If you consent to have your student use hand sanitizer at school, no further action is necessary.

Sincerely,

Donna Conso MSN, RN

## **Remote Code of Conduct:**

- a. Students will not use cell phones during synchronous sessions.
- b. All student cameras must be enabled.
- c. Students will not utilize distracting backgrounds. Blank backgrounds or the environment in which the student is engaged in Remote Learning are acceptable.
- d. First and last names will be used by students when labeling their “window.”
- e. Comments and responses will be provided verbally, unless otherwise provided for by the teacher.
- f. Multi-tasking will be prohibited; students should be attentive to synchronous sessions at all times, just as when school is in normal operation.
- g. Students should be attentive and engaged as they would be during class held during normal operation.
- h. Student attendance will be required at all sessions, and attendance will be taken with advance notice being provided for tardiness and absences to the extent possible.
- i. Synchronous Learning Sessions are not intended to replace parental/family/guardian supervision.
- j. All work product will be graded as during normal school operations, except as altered by the establishment of an SEL Plan, IEP, 504, or similar arrangement.
- k. Recording of live Synchronous Learning Sessions will be strictly prohibited.
- l. All Acceptable Use Policy and Student Handbook rules continue to be in effect during Remote Learning.

## FACE COVERINGS

The Abington Public Schools are committed to providing a safe environment as schools reopen during the COVID-19 pandemic. According to public health experts, one of the best ways to stop the spread of coronavirus and to keep members of our school community safe is the use of face masks or face coverings. Therefore, in accordance with guidance from the Center for Disease Control (CDC), the Department of Elementary and Secondary Education (DESE) and the Massachusetts Department of Public Health (DPH), the following requirements are in place until further notice.

A face covering that covers the nose and mouth must be worn by all individuals in school buildings, on school grounds and on school transportation, even when social distancing is observed. PreK students are not required to wear a mask, but strongly encouraged to wear one.

Face coverings must:

- cover the nose and mouth
- fit snugly but comfortably against the side of the face
- be able to remain securely in place
- include multiple layers of fabric
- allow for breathing without restriction
- be able to be laundered and machine dried without damage or change to shape with the exception of disposable masks

Mask will be removed at different points throughout the day like during mask breaks at 6 or more feet in distance between students and staff, lunch and to drink water.

There may be exceptions to this policy under certain circumstances, such as for students with medical, behavioral, or other challenges who are unable to wear masks. A written note from a physician is required for a requested exemption and must be approved by the building principal in consultation with the school nurse or local Board of Health. Face shields or physical barriers are strongly suggested as an alternative in such instances.

A student's mask or face covering is to be provided by the student's family. Staff members are responsible for providing their own face coverings. However, the district will supply disposable face covering for individuals who arrive at a building, or board school transportation without one.

If students are in violation of this policy, the building principal will consult with the parent/guardians to determine whether an exception is appropriate, or the student may be

removed from the school building for in-person learning until such time as they can comply with the requirement or the requirement is lifted.

Violations of this policy by staff will be handled in the same manner as other violations of School Committee policy.

### August and September (11)

M	T	W	TH	F
	17	18	19	20
	24	25	26	27
	31	1	2	3
	7	8	9	10
	14	15	16 (A)	17 (B)
	21	22	23	24
	*28	29	30	

Aug. 19 - New Teacher Orientation  
 Aug. 31, Sept. 1 - 3, 8 - 11, 14 - 15  
 Professional Development (PD) for Staff  
 Sept. 4 - No School  
 Sept. 7 - Labor Day - No School  
 Sept. 16 - PreK-12 Green (A) Orientation Day  
 Sept. 17 - PreK-12 Wave (B) Orientation Day  
 Sept. 18 - Remote Orientation Day (A & B)  
 Sept. 19 - Rosh Hashanah  
 Sept. 28 - Yom Kippur starts sundown Sept 27\*

### October (21)

M	T	W	TH	F
			1	2
	5	6	7	8
	12	13	14	15
	19	20	21	22
	26	27	28	29

Oct. 12 - Columbus Day - No School  
 Oct. 14 - Half Day PD

### December (16)

M	T	W	TH	F
		1	2	3
	7	8	9	10
	14	15	16	17
	21 (A)	22 (B)	23	24
	28	29	30	31

Dec. 2 - Half Day PD  
 Dec. 21 - PreK-12 Cohort Green (A) Day  
 Dec. 22 - PreK-12 Cohort Wave (B) Day  
 Dec. 23 - Holiday Vacation Begins

### January (19)

M	T	W	TH	F
				1
	4	5	6	7
	11	12	13	14
	18	19	20	21
	25	26	27	28
				29

Jan. 1 - New Year's Day - No School  
 Jan. 13 - Half Day PD  
 Jan. 18 - Martin Luther King Day - No School

### March (23)

M	T	W	TH	F
	1	2	3	4
	8	9	10	11
	15	16	17	18
	22	23	24	25
	29	30	31	

March 3 - Half Day PD  
 March 24 - Half Day PD

### April (16)

M	T	W	TH	F
			1	2
	5	6	7	8
	12	13	14	15
	19	20	21	22
	26	27	28	29
				30

April 2 - Good Friday - No School  
 April 19 - Spring Vacation Begins

### June (13)

M	T	W	TH	F