



Revised January 21, 2021

## Preparing **Back** for Blended Learning at SCPA

We will be welcoming our students **back** into the building through a phase in plan starting **Feb. 2<sup>nd</sup> with grades K-3. Students in grades 4-6 and 9-12 will return the week of Feb. 15<sup>th</sup>, and students in grades 7-8 will return the week of March 1st according to their grouping A/B.** This communication is provided to support parents and students with transitioning once again, **back** to in-person learning.

\*Families wishing to remain remote 5 days a week must enroll their child in Cincinnati Digital Academy. Their place at SCPA will be held for next year.

As we prepare to phase in students for in-person learning, students are required to do the following:

- 6 ft. Social Distancing
- Wear a mask at all times (unless a mask break has been communicated)
- Practice good hygiene by wash hands when appropriate and permitted
- **Bring their CPS iPad /laptop daily (fully charged) and charging cord daily for in-person learning**

### Phase in Schedule:

*All Students will continue the Monday Google Meets (see Monday's schedule below).*

#### **Week of Feb. 1st - Monday is distance learning. Tuesday/Wednesday Group A and Thursday/Friday Group B**

- Grades K-3 – Starting in-person, Feb. 2<sup>nd</sup> & 3<sup>rd</sup> for Group A; Feb. 4<sup>th</sup> & 5<sup>th</sup> for Group B.

*\*Monday Google Meets will continue as normal. Starting February 2<sup>nd</sup>, if your K-3 student is in Group A, in-person learning will occur on Tuesday and Wednesday, and work independently on Thursday and Friday. If your K-3 student is in Group B, in-person learning will occur Thursday and Friday and work independently from home on Tuesday and Wednesday. Students will follow the bell schedule for Tuesday-Friday.*

#### **Week of February 15th - Monday is distance learning. Tuesday/Wednesday Group A and Thursday/Friday Group B**

- Grades 4-6 – both groups A and B begin returning on specified weekdays (see above)
- Grades 9-12 – both groups A and B begin returning on specified weekdays (see above)

**Week of March 1st - Monday is distance learning. Tuesday/Wednesday Group A and Thursday/Friday Group B**

- Grades 7-8 will return to in-person learning on the specified days (see above)

**What can you expect on Mondays?**

Students will meet remotely with their teachers in a 20 minute class period for each bell. Teachers will use this time to prepare students for the learning that will take place in-person and remotely. The Monday Remote Bell Schedule is listed below. Students will use the same teacher codes to access the Google Meeting.

**Grades 4-12 Monday Bell Schedule**

Monday Remote SCPA BELL SCHEDULE 2020-2021			
Bell	Start	End	
0	8:10 AM	8:30 AM	
1	8:30 AM	8:50 AM	
2	8:55 AM	9:15 AM	
3	9:20 AM	9:40 AM	
4	9:45 AM	10:05 AM	
5	10:10 AM	10:30 AM	
6	10:35 AM	10:55 AM	
7	11:00 AM	11:20 AM	
8	11:25 AM	11:45 AM	
9	11:50 AM	12:10 PM	
10	12:15 PM	1:35 PM	

**\*K-3 Monday Bell Schedules will vary and will be communicated to parents by teachers.**

**What’s happening Monday Afternoon?**

Teachers will prepare their schedules for Mondays. Mondays from 1 – 2:30 p.m. is district PD. 1<sup>st</sup> – 3<sup>rd</sup> Mondays is teacher collaboration time and 4<sup>th</sup> Mondays is district PD. There may be opportunities for some Flex activities such as clubs, student meetings with support staff (i.e. school psychologists, counselors, one-on-one student support, testing etc.). Teachers/Staff will continue to inform students if they have a special meeting planned during 1<sup>st</sup> – 3<sup>rd</sup> Mondays.

\*Attendance is required for all remote and in-person learning.

**Blended Model Framework**

**Mondays**  
 Distance - Teacher Led for all students (A and B group)

Students log in to Schoology and Google Meet with their teachers to recap previous week and kick off new week.

**Essential Curriculum Based Activities**

- Check Ins
- Curriculum Based Assessments
- Introductions to Two Week Cycles of Instruction
- Build Prerequisite Knowledge to Access Critical Work

**In-Person**  
 Two Days a Week - Teacher Led (See A / B Schedule)

Students attend face to face instruction with their teacher.

**Essential Curriculum Based Activities**

- Build consensus
- Build new knowledge
- Address misconceptions
- Group and Independent Practice

**Remote- At Home**  
 Two Days a Week - Student Led Independent Work

Students log in to Schoology each day to each class to engage in on grade-level, high quality activities. Students have access to videos and tutorials as guides.

**Essential Curriculum Based Activities**

- View Videos and Tutorials
- Respond to Discussion Prompt
- Complete non screen time activities such as Reading, Writing, Exercising and Creating

## What is the In-Person Bell Schedule?

### Grades 4-12 Tuesday-Friday Bell Schedule

SCPA BELL SCHEDULE 2020-2021			
Bell	Start	End	
0	7:40 AM	8:25 AM	
1	8:30 AM	9:15 AM	7-12 Instr. Day Begins
2	9:20 AM	10:05 AM	K-6 Instr. Day Begins
3	10:10 AM	10:55 AM	
4	11:00 AM	11:45 AM	HS Lunch
5	11:50 AM	12:35 PM	HS Lunch
6	12:40 PM	1:25 PM	4-6 Lunch
7	1:30 PM	2:15 PM	K-3 Lunch
8	2:20 PM	3:05 PM	7-12 Instr. Day Ends
9	3:10 PM	3:55 PM	K-6 Instr. Day Ends
10	4:00 PM	4:45 PM	

### When does the instructional day begin and when is my student able to enter the school building?

Students are permitted in the school building **30 minutes prior** to the start of their instructional day.

**Grades 7-12 Instructional Day** begins at 8:30 a.m. **Students are permitted in the building at 8:00 a.m.**

**Grades K-6 Instructional Day** begins at 9:20 a.m. **Students are permitted in the building at 8:45 a.m.**

### When does the instructional day end for my student?

Students must exit the building 30 minutes after their instructional day has ended, unless they are scheduled for an extended 10<sup>th</sup> Bell/extracurricular activity/rehearsals.

**Grades 7-12 Instructional Day** ends at 3:05 p.m.

**Grades K-6 Instructional Day** ends at 3:55 p.m.

### Full Remote Learning Option

Families who would like their student to remain full remote 5 days a week must enroll in Cincinnati Digital Academy. SCPA students who enroll in CDA will be able to re-enroll back into SCPA for the 2021-2022 school year. Students who are leave the CPS district must re-audition to return back to SCPA.

## **How will my 7-12 Grade student receive their Metro Bus Card?**

Bus cards will be handed to students by the following teachers: 7<sup>th</sup> Grade (Mrs. Martin-Social Studies), 8<sup>th</sup> Grade (Mrs. Thomas – Social Studies), 9<sup>th</sup> Grade (Ms. Andreadis- Modern History), 10<sup>th</sup> Grade (Mr. Digiantonio- US. History), 11<sup>th</sup> Grade (Ms. Morgan – English 11), 12<sup>th</sup> Grade (Mrs. Hansen - English 12)

## **Student Drop-off in AM (7<sup>th</sup> – 12<sup>th</sup> Central Parkway Only; K-6<sup>th</sup> Grade 12<sup>th</sup> Street Only)**

Staff members will be on Central Parkway conducting temperature checks for students in grades 7-12. Staff members will be on 12<sup>th</sup> Street conducting temperature checks for students in grades K-6 prior to students getting out of their parent/guardian(s) vehicle. If a student's temperature is **100.4 degrees and above**, the student will not be permitted to enter the school building. **Students exhibiting flu-like symptoms will need to remain home until they are symptom free.**

## **Student Pick-up in PM**

Students in grades 7-12 who are parent pick-ups should be picked up on Central Parkway. We are asking parents to begin arriving 10 minutes before dismissal. Parent pick-up on Central Parkway should conclude by 3:30 p.m. in order for our Yellow Buses to begin arriving for K-6 dismissal.

K-6 Parent/Guardian(s), if you haven't yet requested a car pick-up number, please fill out the request form found on the link provided here <https://forms.gle/XNzgKub6shYdadFY9>. When dropping off your student in the AM, make sure to get your student pick-up number from a SCPA staff member located on 12<sup>th</sup> Street.

Students in grades K-6 will be picked up on 12<sup>th</sup> Street. **Parents should remain in their vehicle and begin arriving at 3:45 p.m.** We are anticipating more pick-ups due to COVID safety concerns and must ask for your patience in following all directions given by our staff. We ask you to always have your student pick-up number displayed on your front dashboard when picking up your student(s). We will have plenty of staff on 12<sup>th</sup> Street assisting parents during pick-up.

## **Will students be eating breakfast and lunch in classrooms?**

All students will eat breakfast and lunch in the classroom. A process is in place for students to pick-up their breakfast and lunch from a Kiosk in various locations. Students are permitted to bring their own lunch along with a water bottle. Students are not permitted to leave school for lunch, nor can food be ordered or brought to the student. Breakfast and Lunch is FREE for all students this year. We still encourage families to complete a free/reduce lunch status by completing the form found on [www.schoolcafe.com](http://www.schoolcafe.com). Students **will not** have access to warm up food, so please plan meals accordingly if your student will be a packer.

## **Are parents permitted to enter the school building to drop-off students or visit teachers?**

Parents will not be permitted to enter the building to drop off students, meet teachers or tour the building as we transition to in-person learning. We will have staff outside to greet our students (i.e.

Kindergarten, New and Returning Students) during this transition to in-person learning. We hope you understand our need to comply with district visitor protocols. As communicated in previous emails, parents must call our school office for an appointment to conduct any school business that cannot be handle over the phone.

### **What is the procedure for Early Dismissals?**

- Early Dismissals are permitted and should be limited to emergencies only.
  - Parents must have a letter noting their intentions for picking up their student early (provided to teacher/front office), or a **phone call must be placed to the front office secretary by noon.**
  - Parents will not be allowed in the front office for early dismissal pick-ups. Parent are permitted to enter the building and report directly to the security desk. Parent/Guardian will inform security of the student(s) for early dismissal and exit the building and either stand outside or head back to their vehicle to await their student(s). Student(s) will be called from their classroom by SCPA secretarial staff and student(s) will be escorted out to the parent by SCPA security. Parent will sign-out their student(s) at the security desk.
  - Student & Parent verification will occur via PowerSchool before students are released.
  - Parent early dismissal of students ends at 3:00 p.m. (no exceptions)

### **How will AM Arrival be handled?**

K-3 students will be dropped off on Elm Street. Grades 4-6 students will be dropped off on Central Parkway. AM Buses will arrive at school between 9:15 a.m. and 9:25 a.m. (staggered arrival). Students will have a staggered release from their bus and receive a temperature check upon entering the school building. K-3 Students will be met by SCPA staff and escorted into the Mayerson Theater for teacher pick-up. Grade 4-6 Students will be met by SCPA staff, receive a temperature check and head directly to the Corbett Theater to await their teachers for pick-up.

Students in grades 7-12 will enter through Central Parkway (Metro Bus riders). Students will have their bags checked by security and receive a temperature check by SCPA staff. Students will head to the Corbett Theater if they arrive before 8:15 a.m. Seats have been marked with an (X) which students may sit ensuring social distancing. Students will be released from the Corbett Theater at 8:20 a.m.; grab their breakfast from the Kiosks located on the 2<sup>nd</sup> Floor Balcony, and head directly to their 1<sup>st</sup> bell class. First bell begins at 8:30 a.m.

### **How will PM Dismissal be handled?**

K-6 Bus dismissal will be staggered. Teachers/Para Pros will escort students to their buses observing social distancing. Students must continue to wear their mask during all transitions and their bus ride to school and home.

7-12 will observe social distancing expectations as they transition to leave. They must continue to wear their mask when outside waiting on parent pick-up. Students in grades 7-12 who are being picked up with their K-6 sibling are expected to sit the Corbett Theater under SCPA staff supervision (social distancing in seats clearly marked with an X) until parents arrive for sibling pick-up.

### **Senior Late Arrivals/Early Dismissal**

Information will be shared on the School Counselor Schoology page for seniors. Seniors must have parent permission for late arrival or early dismissal. The form should be picked up from the counselors' office. Students will receive a numbered pass. They must arrive in time for their class and present their pass to security. Security will have a list of students who have permission for late arrival/early dismissal.

### **Will students share classroom materials?**

Students must bring their CPS issued iPad (K-1), or Laptop (2-12) and charging cord to school daily for instructional use. Students will need their own school supplies and are not permitted to share classroom materials. Teachers will communicate this expectation once in class.

### **Will students have an opportunity to have recess?**

We are calling our time outside "Wellness Breaks." Students will be permitted outside under staff supervision in a staggered schedule, social distanced, wearing their masks when in close contact with others. Students are not permitted to use playground equipment such as school balls (i.e. basketball, football etc.), school jump ropes. We will utilize a portion of Washington Park under SCPA staff supervision for students in grades 7-12. Recess guidance has been provided from the school district and shared with staff.

### **Will students use lockers and cubbies?**

We do not anticipate students needing to carry many textbooks due to the electronic access to materials/textbooks. We will not be using student lockers and student cubbies this school year. The only exceptions are instrumental and dance lockers. Student outerwear and backpacks will remain with them at all times. K-3 students will place their materials and outerwear at their seating area.

### **Rehearsals and Practices at SCPA**

Rehearsals and practices will follow all State and CDC guidelines for social distancing, wearing of masks etc. More specific details will come from the directors and faculty leading those activities.

### **What are the expectations if my student is ill with flu-like symptoms?**

Many students have pre-existing conditions, which may mimic COVID symptoms. If your student has any flu-like symptoms prior to arriving to school, **you must keep your student home**. **Please report COVID positive/close contact cases to our school nurse**. If your student is in school and display the following symptoms, a consultation will occur between the teacher and nurse. The student will be sent to our **isolation** (Art Gallery) room for further evaluation by the school nurse.

- Fever > 100.4
- Sore throat
- Cough
- Headache
- Shortness of breath/difficulty breathing
- Muscle or body aches
- New loss of taste or smell
- Congestion or runny nose
- Nausea or vomiting

**\*If any of these flu-like symptoms are displayed, parents will be notified by school staff to pick their student up “immediately.” We will not place students on the school bus.**

*Reasons for students visiting the Nurse’s Office include:*

- Needs a Band-Aid
- Medication
- Needs an Ice Pack
- Is injured

### **Yearbook Orders**

All 7-12 Yearbooks have been distributed to English teachers. K-6 Yearbooks have been distributed to homeroom teachers. There are a few extras available. Please contact Mrs. Hill to purchase. A pick-up day for students who are on full remote learning and students who have graduated will be communicated shortly. **Yearbooks are ready for pick-up at the security desk.**

### **Remote Meal Schedule**

**Group A – Every Wednesday** students in Group A will receive:

- 3 Breakfasts
- 3 Lunches
- 4 Weekend snack packs

**Group B- Every Friday** students in Group B will receive:

- 3 Breakfasts
- 3 Lunches
- 4 Weekend snack packs

Remote meals will be passed out by cafeteria staff at designated locations for students to pick-up as they leave the school building.