

# Opening School PREP Plan 2020-2021

**P**

## PLAN

- ◆ Decide how your child will attend school
- ◆ Review school supply lists online by 8/10

**R**

## READ

- ◆ Visit [www.caringandsharingschool.com](http://www.caringandsharingschool.com) for big picture and general questions
- ◆ Review principal message on Dojo every Thursday for updates
- ◆ Review attached guidelines

**E**

## ENROLL

- ◆ Please use this link to indicate whether you plan to return for face-to-face instruction or virtually.  
<https://docs.google.com/forms/d/1A5MBZqR6c4zYdbQSLgHFYD-JAZQximpbRxi1rgKo14Y/edit?ts=5f11c3b4> If attending face-to-face notify the school or virtually please let us know using the link by August 14<sup>th</sup>
- ◆ Parents may change enrollment selection at the end of the grading period (after 1<sup>st</sup> 9 weeks)
- ◆ Download apps (Canvas, Procure, Class Dojo)

**P**

## PRACTICE

- ◆ Wearing face coverings in 30-minute increments
- ◆ Waiting at 6-foot distance in public
- ◆ Frequent hand washing
- ◆ Avoid touching non-personal items
- ◆ Drive through the car line, walk to the school

## ***Caring and Sharing Learning School***

Caring and Sharing Learning School was founded by Dr. Simon and Verna Johnson. The school accepted its first class in 1998. The mission was to foster learning through rigorous academics, as well as, through activities that link concepts and content to experience in an environment that stresses high expectations for students. Caring and Sharing Learning School encourages parent/family involvement and school/community volunteerism. Students who join the Caring and Sharing family will acquire real-world experiences to maintain motivation, become lifelong learners, and productive civil and social community participants.



OUR FOUNDERS

With its long history of success, Caring and Sharing Learning School is one of the only fully accredited elementary schools in Alachua county and has not only acquired but maintained its accreditation for many years. The school's vision is to provide the best academic and personal education for students in an environment which promotes achievement, excellence and a sense of pride. Students leave Caring and Sharing Learning School and become positive school and community leaders in middle school and beyond.

Students will leave Caring and Sharing Learning School and become positive school and community leaders and go on to become impactful contributors to the global economy. To assist in achieving our mission and vision, Caring and Sharing Learning School utilizes the following components in the implementation of the curriculum: Data driven instructional program, Differentiated instruction, High student expectation, Extended learning time, and Parent and community-based organization volunteers

Caring and Sharing Learning School prides itself on its ability to acquire and maintain qualified staff, committed community volunteers, highly engaging enrichment programs, and ongoing parental engagement opportunities. Because of these partnerships and high academic standards, coupled with the commitment of staff, students, and families, Caring and Sharing has been recognized as a National Title 1 Distinguished School, National High-Flying School, and a National Blue-Ribbon School.

### ***Caring and Sharing Board of Directors***

*Mr. Charlie Jackson, Chairman*

*Mrs. Liz Coleman-Hayes*

*Mr. Walter Jackson*

*Mrs. Deloris Rentz*

*Mrs. Angela Terrell*

## Arrival Procedures

- Parents will verify daily health screening via the **Procare app** prior to students arriving at school. See the attached handout.
- Parents will utilize Procare app to sign students in if they arrive late. Call the front desk and staff member will come to receive your student. **You must remain with your child until they are admitted.**
- Car riders will use the car loop only (same as last year).
- School personnel will guide students to the correct entrance. Parents will not enter school.
- Parents may not walk students inside due to social distancing guidelines.

## Class Assignments

- Please use this link to notify the school if you plan to return either face-to-face or using our virtual platform by **August 5, 2020**.  
<https://docs.google.com/forms/d/1A5MBZqR6c4zYdbQSLgHFYD-JAZQximpbRxi1rgKo14Y/edit?ts=5f11c3b4>
- Enrollment decisions are a 9-week (grading period) commitment unless otherwise indicated.
- Parents may choose to return to face-to-face learning for the 2<sup>nd</sup> grading period or before only with the Principal's authorization.
- Parents may access DOJO **Tuesday, August 11** to determine classroom (face to face) assignments.
- Classroom assignments are not permanent until after the fall budget is settled.
- Students enrolled in our virtual option will not receive a class assignment until they return to school full time.

## Dismissal Options

**Transportation changes can only be made via the Procare app.** The deadline to make changes is **12:00 p.m.**

- **Car Riders**

Parents will use the **School Dismissal Manager** app to notify the teacher of their location in the car line. Our school safety measures have been enhanced to no longer include car numbers. Car rider dismissal begins at 2:30 p.m. M, T, Th, & F and 1:30 pm on Wednesdays. **Parents are required to change the dismissal option if the student is not met on time. This is to ensure the safety of all students.**

- **Neighborhood Walkers**

Parents will use the **PROCARE** app to register their child as a “neighborhood walker.” School personnel will verify the student is in the correct dismissal group daily and escort the group to the end of the campus.

The after-school program is available for students who need to be picked up no later than 5:45 PM Monday through Friday. The regular monthly rate is \$65 per household (KG-6<sup>th</sup> grade). Fees are due at the beginning of each month. Please inquire at the front desk for information regarding VPK fees.

### **Face Covering Expectations**

#### **0121ER-2020 - MANDATORY FACE COVERINGS DURING COVID-19 EMERGENCY**

Whereas, the State of Florida has been under a declared state of emergency as result of the COVID-19 pandemic since March 9, 2020.

Whereas, the Centers for Disease Control and Prevention (CDC) recommends that everyone wash their hands often, avoid close contact, and cover their mouth and nose with a cloth face cover when social distancing measures are difficult to maintain. See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>.

Whereas, the wearing of facial coverings is required in Alachua County under the First Amendment to Emergency Order 20-30. See

<https://alachuacounty.us/Depts/Communications/Documents/ADACompliant/EO%2020-30%20Phase%202%20Order%20First%20Amendment%20signature.pdf>.

Therefore, pursuant to the authority of the School Board under Article IX, section 4 of the Florida Constitution, as well as sections 1001.32, 1001.41, 1001.42, and 1001.43, Florida Statutes, the School Board of Alachua County adopts the following emergency policy:

- I. Effective immediately all persons (students, staff, contractors, vendors, and visitors) must wear appropriate face coverings that cover both the mouth and nose when on school board property, at a school board activity, or riding a bus or in other approved transportation.

II. All persons must have a mask with them at all times while on district property even if they are in a location where they currently are able to maintain social distancing.

III. The wearing of a mask is a health issue. Student compliance will be dealt with as a health issue, not as a disciplinary issue.

IV. The district will provide students and staff with a supply of cloth masks or other appropriate facial coverings and will maintain emergency supplies of disposable face coverings so that no student will be in a position where they will not have access to a mask.

V. To promote the social and emotional health of students who may struggle wearing a face covering for several hours, schools will provide students with opportunities for breaks where they can remove their face covering while maintaining appropriate distancing and while under supervision.

#### VI. Exceptions

A. Children in kindergarten and below will be educated, encouraged and expected to wear face coverings, but failure to wear a face covering will not prohibit their attendance if they are unable to wear a face covering at all times.

B. Wearing a face covering is not required while eating or drinking.

C. Persons who have difficulty breathing or suffer sensory issues due to a documented medical or psychological issue will not be required to wear a face covering. If appropriate, they will be asked to wear a clear faceguard, unless wearing the faceguard would also cause breathing or sensory issues.

**Documentation from a medical provider must be on file before a person will be excused from this face covering requirement.**

D. Persons communicating with hearing-impaired individuals who need to see the other person's mouth to communicate will not be required to wear a face covering.

E. Teachers, staff members, and students, at the direction of the teacher, may remove their face coverings when wearing them would impede instruction.

F. Students participating in extracurricular activities, like athletics or marching band, where the wearing of face coverings is not practicable or may create a health risk will not be required to wear face coverings during the activity but must still follow any and all safety procedures in place for the activity. The district will follow all FHSAA guidance for athletic activities.

VII. This Emergency Policy takes effect on July 15, 2020, and will remain in effect for 90 days unless extended pursuant to section 120.54(4), Florida Statutes.

***Suggestion:*** Purchase a 5-day supply of washable masks for your child to wear during their transition into the building and during dismissal and an extra one to be left at school in case they are lost or damaged during the day. Please be sure students have face shields if masks are problematic and be sure to provide, on day one or during registration, documentation of any issues which warrant limited use of face coverings. Documentation must come from a physician. See rules above for more details.

Students will wear face coverings when:

- Entering building
- During classroom time
- Hallway transitions
- Dismissal
- Cafeteria line

### **Field Trips**

Field trips are suspended until further notice.

### **Orientation**

Orientation will occur virtually in Canvas, Zoom or via video with the option to email questions via DOJO or enter them in using the chat feature on Thursday, August 20, 2020 on the homeroom teacher's page. Students will be added to Canvas and DOJO once classroom assignments are finalized.

### **New Student Online Enrollment**

- The registration process for new students is completed online.
- Parents may bring supporting documents to the school after the online process is completed.
  - 1. Ring the buzzer**
  - 2. Staff will greet parent/guardian at the door to collect forms**
- Please register by **Friday, August 14 to avoid the need for an appointment.**

- Parents may deliver supporting documents by **APPOINTMENT ONLY** beginning Monday, August 17. Parents are still required to complete the initial new student application process online. Applications and a list of required paperwork are posted on the website at [www.caringandsharingschool.com](http://www.caringandsharingschool.com). Parents needing to register must remain in their vehicles until their appointment time to ensure we are adhering to social distancing guidelines.

### **School Apps**

ALL PARENTS will need the following **(3) apps** in order to effectively communicate throughout the year.

#### **1. Canvas – access is available once student registration is completed**

- Parents with active accounts do not require new registration
- Determine your child’s teacher (**Tuesday, August 11**)
- Check student grades and assignments
- Check student attendance

#### **2. Class Dojo – download needed for new parents only**

- Email your child’s first and last name, grade level and your cell phone number to receive an invitation to connect to Dojo. Staff email addresses are on the school’s website.
- Dojo communication with teachers replaces student agendas and other traditionally distributed information to limit the touching of paper surfaces
- Receive weekly digital updates, principal’s messages, teacher info and more

Student conduct information is available here. Parents **must sign into DOJO to ensure the consistent, two-way, flow of school and classroom information.**



#### **3. Procare – download needed for ALL parents**

Please download the app now and view the attached handout. Username and password completion will occur once students are assigned to homeroom classes (**Tuesday, August 11**).

- Daily wellness check (done in Procare)
- Setup student dismissal account
- Make changes to dismissal option
- Notify school of presence in car line
- Extended Day sign-in /pickup

- Early Checkout

### **School Spirit Shirt Packs**

Parents may purchase school shirts via email or class Dojo and pay via Paypal **beginning Tuesday, August 11**. These are not required except for field trips but are nice ways to support the school and show school spirit. Orders will arrive to school in the student's name and be sent home with your child(ren) during the first week of school. The ordering **deadline is Friday, August 21, 2020**.

### **School Supplies**

- Parents you will need to send a small number of items daily in the student's backpack during the first week of school. The supply list is listed on the school's website. [www.Caringandsharingschool.com](http://www.Caringandsharingschool.com)
- Parents choosing to enroll their child in **our virtual school option** will need to manage supplies at home until re-enrolling in face-to-face school.
- Students will need to purchase and keep at school a set of headphones. These will be sanitized and kept with the teacher, separated, to avoid contamination via transport or storage.

### **Student Illnesses**

**Students who are sick with contagious illnesses should not attend school.**

### **Transportation**

**All parents** will need to download the **Procare** app to setup their child's dismissal plan. This will also allow parents to make changes to dismissal routines by **12:00 p.m.**

### **Visitors**

Visitors (parents and volunteers) are not permitted in the building at this time. You may log into zoom, canvas, and Dojo to communicate with teachers and staff.

Our theme for this year is **Operation N.O.W. (No Opportunity Wasted)**. We are going the extra degree. Please watch this video with your child to see the benefit of going the extra mile this year. We are committed to doing the same. We are

looking forward to seeing you and look forward to navigating this new normal in complete partnership with you. Please see the information below to ensure you are ready and informed. <https://youtu.be/8rE6TfEdOiE>

# Daily Home Screening for Students

Parents: Please complete this short check each morning and report your child's information to the school through the Procure App in the morning before your child leaves for school. Directions are above and in the attachment.

## SECTION 1: Symptoms

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and also put them at risk for spreading illness to others. Please check your child for these symptoms:

<input type="checkbox"/>	Temperature 100.4 degrees Fahrenheit or higher when taken by mouth;
<input type="checkbox"/>	Sore throat;
<input type="checkbox"/>	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline);
<input type="checkbox"/>	Diarrhea, vomiting, or abdominal pain
<input type="checkbox"/>	New onset of severe headache, especially with a fever.

## SECTION 2: Close Contact/Potential Exposure

<input type="checkbox"/>	Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19; OR
<input type="checkbox"/>	Had close contact (within 6 feet of an infected person for at least 15 minutes) with person under quarantine for possible exposure to SARS-CoV-2; OR
<input type="checkbox"/>	Traveled to or lived in an area where the local, Tribal, territorial, or state health department is reporting large numbers of COVID-19 cases as described in the <a href="#">Community Mitigation Framework</a>
<input type="checkbox"/>	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline);
<input type="checkbox"/>	Live in areas of high community transmission (as described in the <a href="#">Community Mitigation Framework</a> ) while the school remains open



[cdc.gov/coronavirus](https://cdc.gov/coronavirus)

# Symptoms of COVID-19

Symptoms of COVID-19	Strep Throat	Common Cold	Flu	Asthma	Seasonal Allergies
 <b>FEVER</b>	✓		✓		
 <b>COUGH</b>		✓	✓	✓	✓
 <b>SORE THROAT</b>	✓	✓	✓		✓
 <b>SHORTNESS OF BREATH</b>				✓	
 <b>FATIGUE</b>		✓	✓	✓	✓
 <b>DIARRHEA OR VOMITING</b>	✓		✓		
 <b>RUNNY NOSE</b>		✓	✓		✓
 <b>BODY/ MUSCLE ACHES</b>	✓	✓	✓		

✓ Symptom of illness



[cdc.gov/coronavirus](https://cdc.gov/coronavirus)

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Note: The table above does not include all COVID-19 symptoms. The overlap between COVID-19 symptoms with other common illnesses shows many people with symptoms of COVID-19 may actually be ill with something else. This is even more likely in young children, who typically have multiple viral illnesses each year.