



Hutchinson Elementary School

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*"Together We Make A
Difference!"*

August 28, 2020

Dear Hutchinson School Families,

Welcome to the 2020-2021 school year! As this school year opens in unprecedented times, the way we think about school has also changed. Last week we outlined both our full virtual and hybrid learning models. While we hope to open in our hybrid learning environment, we know that at any moment, given the uncertainty of this pandemic, we may need to pivot to our full virtual model at a moment's notice.

I hope that the following information provides you with clarity as we move forward through the start of this school year. If you were unable to attend last night's presentation, the meeting was recorded, and you access it here: [Hutchinson Parent Info Night](#) Video.

HYBRID LEARNING MODEL

This model provides for both in person and virtual learning to help decrease the density inside the physical school building. Students have been assigned a cohort to help balance the number of students within a classroom. It is important to note that guidance from the New York State of Education recommends that our Special Education and English as a Second Language students attend school every day. During the hybrid learning model, if families have chosen the full virtual option only, students will follow the hybrid learning model schedule.

Hybrid Learning Model Schedule

- Provides for virtual office hours for students at home from 8:45-9:00 am and 2:45-3:00 pm daily.
- Students arrive to school between 9:00-9:15 am
- Lunch and recess will run from 11:15 am- 12:15 pm
- Dismissal of students will be between 2:15-2:45 pm
- Attendance will be taken daily at the start of the school day and at 12: 15 pm
- Wednesdays are a 12:00 pm dismissal for all students

Reimagining Kindergarten

- Each incoming kindergarten student will be assigned a time to come in and meet the teacher, see the classroom, learn some new routines and engage in a quick screening activity within the first four days of school.
- The classroom teacher will greet the student and family outside allowing parents a chance to meet the teacher as well.
- The classroom teacher will also host a Morning Meeting through Google Meet with the students on each of those first four days so that students can see the teacher and their classmates without a mask.

Arrival Procedures

- Students can begin arriving to school as early as 9:00 am
- Students are expected to be in their classrooms by 9:15 am
- Students in grades K, 4 and 5 will enter into the school through the Third Avenue entrance and students in grades 1, 2 and 3 will enter into the school through the entrance on the corner of Third Avenue and Lincoln Avenue. These entrances have been designated as the stairwells lead to the rooms specific to these grade levels and will decrease the density in the hallways.
- Students should line up at the social distance cones and await their turn to enter into the building.
- Adults at each of these two entrances will be collecting each child's daily health form that requires caregivers to take their child's temperature the night before. If a child arrives without this form, they will be escorted to the school's main entrance, where their temperature will be taken by the school nurse. If a fever is detected, the child will be placed in a location away from other students to wait until their caregiver arrives to take them back home.

Attendance

- Daily attendance will be taken at the start of each school day and after lunch. Students who are at home will need to answer a question posed by the classroom teacher on their Google Classroom page.
- Should your child be unable to participate in the day's learning, please email or call Mrs. Perrino, Nurse Wolfenhaut, and your child's classroom teacher.

Hall & Stairwell Directions

- During arrival all stairwells will only direct students up the stairs.
- During dismissal all stairwells will only direct students down the stairs.
- There are 6 foot markers on the wall to help students manage their distance between peers.

Mask Breaks

- Students and staff are required to wear masks every day.
- In many classrooms where desks are located 6 feet apart and student barriers are up on the desk, students will be allowed to take mask breaks in the classroom.
- In the event that desks can not be located 6 feet apart, or when the weather is accommodating, teachers may take students outside to take a mask break.

Bathroom Use

- Classes will be assigned times to use an assigned bathroom closest to their classroom.
- Students needing to use the bathroom outside of their class' time frame may do so, but may need to wait for a class to finish their bathroom use.
- Each bathroom had a touchless faucet installed for student use.
- When possible, students will use the bathroom one at a time to ensure social distancing.

Lunch & Recess

- The lunch & recess block will take place from 11:15 am-12:15 pm

- All classrooms are designated as nut free so please pack only nut free snacks and lunch.
- Students purchasing lunch from our food services program will have their lunch delivered to the classroom.
- In classrooms that have student desks located 6 feet apart, students will be allowed to eat in their classroom and behind their student barrier.
- In classrooms that are unable to have student desks located 6 feet apart, students will eat their lunch in an alternate location such as the cafeteria.
- Classes will be assigned a rotating outdoor and indoor recess spot. These include but are not limited to space outside the building near our portable building, Julianne's playground, the cafeteria and classroom space. The goal is for students to have a social break with their class cohort only.
- We are in need of parent volunteers to help supervise our lunch & recess block of time.

Dismissal

- Caregivers should begin arriving at the school and line up at the social distance cones by 2:15 pm.
- Caregivers will provide the adult at the door with the names and classroom teachers of the students they are picking up. Feel free to make a sign to show the adult to make pick up run faster.
- Families with a kindergarten student should plan to pick up their child/ children from the door on Third Avenue as this is closest to their classrooms. Families with students in grades 1-5 can pick up their child at any door they choose.
- Once the caregiver arrives and the adult calls the student- they will leave their classroom and head to the door their caregiver is waiting at.
- Once your child exits the door, please plan to head home so that we can move the dismissal line along and maintain social distance between caregivers.
- Students who have a signed permission slip to walk home from school unsupervised will be released from school at 2:15 pm. Please note that this form needs to be signed every year.

FULL VIRTUAL LEARNING MODEL

This model provides for at home virtual learning for all students.

Virtual Learning Model Schedule

- The school day will begin at 9:00 am.
- Students will have time to go off screen for lunch and down time from 11:00 am- 12:00 pm
- Students are expected to return back online at 12:00 pm to continue their school day.
- The school day will end at 2:30 pm.
- Attendance will be taken daily at the start of the school day and at 12:00 pm

Expectations

- Students who are not in school are expected to participate in their classes remotely.
- Attendance will be taken daily.
- Students are expected to complete all assignments using Google Classroom.
- Students will be required to keep their cameras on to allow for increased engagement.

- It is expected that students dress appropriately for "school" as normal and recommended that students find a comfortable and productive place to work (ex. work at a desk or table rather than from bed)

ADDITIONAL PARENT RESOURCES

Student Parent Handbook- The 2020-21 school year will be like none we have experienced before due to the COVID-19 pandemic. This handbook contains information about how our schools will operate as well as the procedures that are in place to reduce the spread of COVID-19, keep our students and staff healthy, and provide a robust and quality education during these times. To access the handbook, please click the following link:

<https://www.pelhamschools.org/reopening-plan-2020-21/2020-21-student-parent-handbook>

Health & Safety Tips from Nurse Wolfenhaut- Please view the following video by Nurse Wolfenhaut with your child regarding ways to stay healthy at school! The video can be accessed here: [Hutchinson Nurse Health&Safety.mp4](#)

Social- Emotional Wellness Resources for Families- Our school psychologists have put together resources that families may find helpful as we begin the transition back to school. Please use the following links to access resources for:

- Dealing with Adult Stress- Click the links to access the [handout](#) and [video](#)
- Helping Children Cope with Stress- Click the links to access the [handout](#) and [video](#)
- Separation Anxiety- Click the links to access the [handout](#) and [video](#)
- Typical Stress Responses in Children- Click the links to access the [handout](#) and [video](#)

Student Wellness Survey- As we prepare for the reopening of our school, we want to hear from you if you have any specific concerns regarding the social-emotional and mental health of your child. While we understand that everyone has experienced some level of anxiety and isolation, it would be helpful for us to know if your child has experienced a loss, a level of reaction to the pandemic that deeply concerns you, or is exhibiting behaviors that are not consistent compared to prior to the pandemic. What you share with us will be confidential and will not be added to your child's school file in any way. This information is for my own knowledge and will be shared ONLY with pupil personnel staff in the building in an effort to support your child when school reopens. The link to the survey can be found here:

<https://forms.gle/tDmPTTQxUM8x8LG66>

School Calendar- to view the approved School Calendar for the 2020-2021 school year please follow this link: [PELHAM PUBLIC SCHOOLS 2020-2021 CALENDAR](#). To view the calendar indicating when each cohort is in school, please visit the following links:

- Cohort A Calendar:
<https://www.pelhamschools.org/reopening-plan-2020-21/hybrid-model/cohort-a-calendar>

- Cohort B Calendar:
<https://www.pelhamschools.org/reopening-plan-2020-21/hybrid-model/cohort-b-in-person-calendar-clone>

FINAL THOUGHTS

- **COVID Student Health Questionnaire-** Each day, students will need to arrive at school with their COVID Student Health Questionnaire completed. Any student arriving without the completed form will be escorted to our school's main entrance to have their temperature taken.
- **Virtual Meetings Only-** In order to continue to decrease density inside of the school building, for the time being, all meetings will be virtual in nature.
- **Breakfast Program-** if your child plans to participate in the breakfast program during the hybrid learning model, please email me ASAP so that I can plan for a space for social distant arrival and eating protocols as space is limited.
- **Food Services for Remote Learning Students-** Any student who is learning remotely for the day and would like to pick up breakfast and lunch, may have their caregiver pick it up at the Third Avenue door between 7:30-7:50 am.
- **Birthday Celebrations-** Last year we instituted a new procedure for celebrating birthdays. As a school, we want to continue recognizing our students' special day while being sensitive to our District Wellness Policy, student medical issues, and our school and district commitment to equity and access and creating a community of inclusiveness. Therefore, all elementary schools have replaced edible treats with non-food celebrations. Students, teachers, and parents will collaborate to choose an appropriate celebration option for each child. Please note however, that in order to maintain our social distancing protocols, we will be unable to allow visitors into the school or classroom.
- **Walkers-** If you would like your child to walk home from school, please complete the following form and either email or return the form to me. It can be emailed to tfitzgerald@pelhamschools.org.
- **Sunday Emails-** Just a reminder that I will continue to send Sunday afternoon emails once school is in session. The goal is to provide you with up to date information that you will need to know for the week ahead. The first email will arrive on September 6, 2020. Should you not receive it, please contact Mrs. Perrino in the main office to ensure we have your correct email address on file.

We look forward to kicking off the school year on September 10, 2020! Please note that this is a Cohort A day with a 12:00 pm dismissal.

Sincerely,
~Trisha

Trisha Fitzgerald
Hutchinson School Principal