

HIGH SCHOOL

2020 BACK TO SCHOOL GUIDELINES - DRAFT
UPDATED 8/21/2020



Getting Ready for What's Next...

Navigating challenges and working through issues that arise is what helps create the people we are and how we navigate them, creates the person we'll become. As we work through the challenging times we are all in together, it's important to spotlight the continued importance of getting our students ready for what is next.

Whether it's a four-year university, two-year or technical college, military or career ready, Fort Atkinson High School staff are with you on this journey to continue to prepare our students for what is next. Whether through virtual, blended or in-person learning, we are dedicated to providing the safest, most equitable education possible to do just that. The following information provides guidelines for specific aspects of this fall that should help for planning and preparing as students return in person. Please take the time to look through each component and know that between now and the start of school, certain aspects may change with this overall fluid situation but we will do our best to update you as soon as possible to them.

I hope you enjoyed your summer and we look forward to continuing the process together of getting our students ready for what is next!



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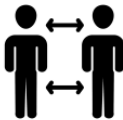







Please Note:

The first day of school for all freshmen will be Thursday, September 3rd. The first day for grades 10-12 will be Friday, September 4th.

This planning guide provides details that are important for a virtual environment as well as an in-person or blended environment.

Please be aware, changes may arise due to the fluidity of operating during this time period. We ask that you please remain patient and flexible to the possibility and need for adapting different parts of this plan.

In-Person Learning

<div>  DISTRICT SAFETY GUIDELINES </div>			
<p>Maintain PHYSICAL DISTANCING at all times possible</p> 	<p>Frequent HAND WASHING</p> 	<p>FACE COVERING over nose and mouth when interacting in common spaces or where social distancing is not possible</p> 	<p>INCREASED SANITATION measures and frequency</p> 
<p>MINIMIZE EXPOSURE by limiting people students are exposed to daily</p>  <p>No Large Groups</p>	<p>Staff and Student Daily SELF-SCREENING CHECKLISTS</p> 	<p>Additional SAFETY PROTOCOLS for Higher Risk Activities</p> 	<p>NO SHARED RESOURCES</p>  <p>Don't Share</p>

Please note:

This is a general list and some aspects may require modification prior to and possibly following the arrival of students to Fort Atkinson High School.

By far the most important aspects of student responsibilities to return in person to school will be to wear appropriate face covering at all times, exercise proper physical distancing and ensure proper sanitation at all times. While on the high school campus students will be practicing the “Three W’s”:

Wear proper facial covering

Watch your distance

Wash your hands frequently

Arrival to School/Before 1st Block

- ✓ Please review the self-screener to decide if your child is able to attend school each day.
- ✓ In order to limit the number of students in large groupings, we ask that when possible, limit student arrival to as close to 7:45 am as possible. With the 7:50 am start time, we know that this will not be possible for certain instances of student drop off in the morning but for those that have the ability, it will help provide for an increased opportunity for physical distancing.
- ✓ Supervised areas will be available for student socializing in the gymnasium and commons prior to the start of school.

COVID-19 SELF-SCREENER CHECKLIST

In the past 14 days, have you been in **close contact with anyone who has been diagnosed with COVID-19** or exhibited symptoms associated with COVID-19 (fever of 100.4 or higher, cough, shortness of breath)?

Have you been **advised by a doctor** or healthcare provider **to stay home** or otherwise avoid contact with others?

In the past 24 hours, have you **experience** any of the **following symptoms**?

- | | |
|--|--|
| <input type="radio"/> Fever of 100.4 or higher or Chills | <input type="radio"/> New Loss of Taste or Smell |
| <input type="radio"/> Cough, Shortness of Breath or Difficulty Breathing | <input type="radio"/> Fatigue |
| <input type="radio"/> Headache, Muscle or Body Aches | <input type="radio"/> Congestion or Runny Nose |
| <input type="radio"/> Sore Throat | <input type="radio"/> Diarrhea, Nausea or Vomiting |

In the past 14 days, have you **traveled** via plane, mass transportation, or to/from any **areas with a CDC travel advisory**?

Lockers

- ✓ Lockers will be available for students to use before and after school only to limit crowding in the halls during passing time.
- ✓ Special accommodations will be provided on a case-by-case basis for locker access during the day.



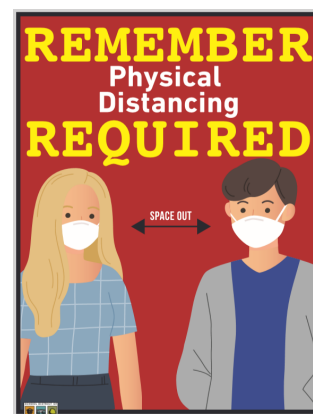
The normal A/B day block schedule will be in place as follows.:

Hour	Time		
Block 1 A/B	7:50-9:16		
Block 2 A/B	9:21-10:47		
Block 3 A/B and Lunch	10:47-11:17 Early Lunch	10:52-11:35 Class	10:52-12:18 Class
	11:22-12:48 Class	11:35-12:05 Middle Lunch	12:18-12:48 Late Lunch
		12:05-12:48 Class	
Block 4 Enrichment Period	12:53-1:39		
Block 5 A/B	1:44-3:10		

- ✓ Please note the daily start and end times in place this school year.
- ✓ Students will be required to wear proper face coverings in all classes at all times.
- ✓ Seating arrangements in all classes provide for a minimum of 3-foot distancing in addition to the facial covering requirement.
- ✓ Sanitation of shared resources will occur in between passing times to classes.
- ✓ As students enter and exit each classroom, sanitation stations are provided for students to sanitize their hands coming in and leaving their classrooms.
- ✓ All classes and study halls will be managed and monitored by staff who may provide additional guidance pertaining to each subject area in order to maintain student and staff safety.

Passing Times

- Patterns of student directional flow will be marked clearly on floors in hallways, with signage indicating walkways as students pass class to class.
- Proper facial coverings and one directional path must be maintained throughout the five-minute passing times.
- In office areas, floor markings are in place to indicate proper physical distancing which should also be maintained as students travel from point to point throughout the building.
- Restroom usage and number of students at one time present in restrooms should be minimized in order to limit the number of people in a smaller area.
- Lockers will not be available for student access during passing times.



Lunches

- ✓ Lunch lines will now be CASHLESS. All money must be deposited into lunch accounts.
- ✓ Dividers will be in place separating each student eating area to allow for facial covering removal during lunches.
- ✓ There will be no “community” microwaves available for use during any lunches.
- ✓ Ordering of food from outside restaurants to be delivered to students at school will not be permitted at this time.
- ✓ Students will be required to remain at their lunch tables or utilize the restrooms in the commons area only during lunch times until the passing time bell rings.
- ✓ Seating at each table will allow for 4-6 students that have plexiglass dividers in place.
- ✓ Dividers will be in place separating each student eating area to allow for facial covering removal during lunches.
- ✓ There will be no “community” microwaves available for use during any lunches.
- ✓ Ordering of food from outside restaurants to be delivered to students at school will not be permitted at this time.
- ✓ Students will be required to remain at their lunch tables or utilize the restrooms in the commons area only during lunch times until the passing time bell rings.
- ✓ Seating at each table will allow for 4-6 students that have plexiglass dividers in place.
- ✓ When students are not seated within the divider covered area, proper facial coverings will be required.
- ✓ Expanded seating areas will be available for students as needed and processes will be in place for students to eat their lunches outside weather permitting.



Enrichment

- ✓ During the normally scheduled enrichment time, students will report to their Monday homerooms every day of the week.
- ✓ Teachers will be able to provide additional support for their specific class or with usage of our 1:1 technology, receive support from other teachers.

Hands-on/Lab Type Classes

- ✓ Each teacher will provide specific guidelines and structures to ensure that students have the opportunity for engagement while still maintaining proper safety precautions are followed in all classes.
- ✓ Classes that require shared resources and specialized equipment or tools will be cleaned and sanitized before the next class arrives.
- ✓ Three-foot spacing and facial coverings must be maintained at all times.

Technology

For the 2020-21 school year families have an opportunity to participate in an optional, but recommended technology program for Chromebooks issued to students. This program is open to all students and families who have received or are receiving a district-issued Chromebook for use at school. The program is being offered by Technology Resource Advisors (TRA) and facilitated by the School District of Fort Atkinson. The program fee is \$20 per student/device. The School District of Fort Atkinson is not profiting from this offering.

The insurance covers the following for a student's district-issued Chromebook:

- Damage caused by accidental Drops/Spills
- Accidental water damage
- Manufacturer Defects/Hardware Failure

There are no deductible costs for families associated with qualified repairs. Families are entitled to a total of three (3) accidental damage claims per school year for each insured device. Manufacturer defects and hardware failures are covered by the district.

If payment is received on or before the day your child picks up their Chromebook, then coverage will be in immediate effect.

If payment is received after the day your child picks up their Chromebook then there will be a 21 day wait period before claims are honored. The device will be inspected by a staff member before coverage begins to confirm the device is functional.

The insurance does NOT cover the following:

- Lost or stolen Chromebooks or components (i.e. AC adapter, case, etc).
- Cosmetic scratches and dents that do NOT affect the functionality of the device.
- Damage caused intentionally or through extreme neglect.
- Any device that indicates an attempt to remove, or removal of, the tamper proof stickers.
- Any device that was not issued to the student.

When a district-issued Chromebook needs repair, your student can bring the device into their school's library. The student will be issued a temporary loaner device if one is available. Turnaround for onsite repair will be within 24-48 hours for onsite repair; 7-10 days for offsite repair. Once the repair is complete your student will be contacted to return the loaner device and receive their original device back.

For students/families that do NOT invest in this insurance program, in the event of accidental damage, Chromebook repair costs will be added to the student account and families will be notified. Families that do NOT participate in the insurance program that has a damaged Chromebook will NOT be able to participate in the insurance program until the damaged Chromebook is repaired. For reference, the most common damage to a device that needs repair is the screen. Repair costs for a screen replacement (when not covered by insurance) average \$50. Other, less common repairs range from \$100 to full device replacement at \$185.

Technology Continued

Determination of whether damage is considered “intentional” or due to “extreme neglect” will be made by a full-time staff member of the District Technology Department. Any reasonable accidental damage defined above will be covered but if the rare instance arises that coverage is denied, relevant documentation and justification will be provided to the student and family and the fee for repair or replacement will be added to the student account.

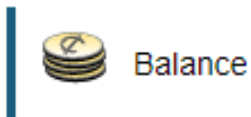
Payment Information:

1. You can mail a payment via check to:
2. SDFA Chrome Care Insurance
3. 201 Park Street
4. Fort Atkinson, WI 53538

If mailing a check please include a note detailing your child's name, school, and that the check is for participation in the insurance program.

2. Pay Online - <https://powerschool.fortschools.org/>

Click-



Any questions about the insurance program can be directed, via email or phone, to:
studentsupport@fortschools.org
(920) 563-7811 x8830



After School/Extra-Curricular Guidelines

- ✓ Following the last bell of the school day we ask that students not participating in extra-curricular activities leave the high school campus quickly and safely.
- ✓ Students will not be permitted to congregate in the commons area and must wait outside if they are traveling via school bus or for a ride to arrive.
- ✓ During inclement weather, students may be permitted to wait inside of the building but must maintain proper physical distancing and proper facial covering at all times.
- ✓ At extra-curricular activities, individual coaches and advisors will provide structure and guidelines for students to maintain while participating but will include similar structures and provisions as during the normal school day. Additional requirements may be put in place but the 3-W's will be the minimum expectations allowed.

We look forward to seeing you!

On behalf of the faculty and staff at Fort Atkinson High School, it is going to be our pleasure to have you join us during this definitely unique school year! Whether in person or virtually, we are dedicated to continue to provide for the many opportunities that exist at F.A.H.S. in order for our students to gain valuable knowledge, skills and experiences upon which to build a bright future.

We all know and recognize how challenging these years can be and especially so during the current ever-changing environment. Our goal continues to be to help student's high school experience truly represent some of the very best years of their lives. We are all in this together and will all become stronger for having gone through it together.

If at any time you have questions, please do not hesitate to contact the high school main office.

**Fort Atkinson
High School**

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****Students who disregard any of the above safety protocols will be assigned to a virtual learning format.****