



FAIR HAVEN SCHOOL

Parent Hybrid Learning Handbook 2020-2021

A Message from Mr. Cordero

As we transition to hybrid learning, it is important for parents to remember to read this Hybrid handbook thoroughly in addition to the *Parent and Student Handbook 2020-21* and discuss any questions you may have with your child's teacher. If at any point you are unsure about any policy or expectation you may also reach out to the main office. Please remember to breathe; we will get through this together!

Easing into Hybrid

- Students working remotely will continue to do so while hybrid learning students are in school.
- Teachers will provide synchronous instruction for both in-person and remote students simultaneously.
- Teachers will spend time reviewing, practicing, and educating in-person students on all new procedures, expectations and protocols.
- Uniforms are still required for students attending school in-person:
White shirt, navy blue pants/skirt/dress.

Hybrid Model

Grades K- 5 will begin a Hybrid Schedule January 19, 2021

- **Grades K- 3** attend school four full days a week:
Monday, Tuesday, Thursday, and Friday
- **Grades 4-8** attend school twice a week
 - Last names that start with:
 - A-L will attend school Mondays and Tuesdays (**Group A**)
 - with remote instruction Wednesday, Thursday, and Friday
 - M-Z will attend school Thursdays and Fridays (**Group B**)
 - with remote instruction Monday, Tuesday, and Wednesday
- **Group C** are all students that will attend school remotely full-time Monday-Friday

Wednesdays- All students will work remotely

- No students or teachers are allowed in the building on Wednesdays because that is the day designated for deep cleaning.
- Wednesday Instructional Schedule:
 - Attendance/welcome students to the day 8:35am- 9:35am
 - Students will have asynchronous (independent) work that must be completed during the day.
- Half day for students 8:35- 12:35pm

Safety/ General Health Measures

- SAFETY FOR EVERYONE is our NUMBER ONE PRIORITY
- Please ensure your child comes to school wearing a mask, mask will be worn at all times during school including the bus
- Student Screening
 - Families must self-screen their children daily prior to them going to school. Report any issues to the main office.
 - There will be visual screenings as students enter the building

- If your child is sick during school, they will be escorted to the nurse and you will be contacted
- Staff Screening
 - All staff working in the building will complete a daily health screen upon arrival
- Hand Sanitizers and wipes are provided for every classroom and throughout the school
- There is signage placed throughout the building to ensure we communicate our safety measures appropriately and adhere to social distancing and health guidelines
- No families or visitors are allowed in the building during this time, except for those with appointments

- **Visitors by Appointment Only**
 - All parents, families, or visitors must have an appointment to enter the building. There will be **NO WALK-INS**
 - Method of making appointments: Online via <https://calendly.com/fairhavenschool/appointments>
 - Main office hours will be 9 a.m. to 2 p.m.
 - **Office is closed on Wednesdays**
- **Absence excuse notes and all other non-urgent requests/updates must be emailed to fairhaven@nhboe.net**

Technology

- All students are required to carry their device with charger to and from school. We do not have enough technology to have a separate in class device and at home device
- Devices must be charged at home daily
- We are not replacing broken or damaged devices, it is your child's responsibility to handle the laptop or Ipad appropriately
- If a device is broken or destroyed, there will be a charge to receive another device
- Equipment should not be shared

Recess

At this time, indoor recess only (in the classroom)

Lockers

No lockers at this time

- Students are expected to bring all necessary materials to school every day
 - This includes their technology devices, notebooks, writing utensils, etc.
 - No materials should be shared.

Breakfast and Lunch

- Breakfast will be served in the classroom at 8:35 a.m.
- Lunch will be served during lunch periods in the classroom
- Students will be unable to drink from the water fountains; so, please send your child with a water bottle

Classroom Transitions

- Students will remain in their homeroom classroom for all periods and will not be traveling from class to class; teachers will go to classrooms
- Gym Exception

Arrival

Doors open at 8:35 a.m. (students will not be allowed to enter before) and students will proceed straight to their homeroom classrooms

- Instruction begins at 8:50 a.m.
- Students arriving after 8:45 a.m. will be late and must check in at the main office
- Cafeteria, Gym, and Auditorium will NOT be utilized

Dismissal Schedule

Grades	Time	Dismissal	Designated Area	Staff	Notes
K-3	2:40-2:45	Pick-ups	Auditorium	Teachers (2)	Students sit in designated cohort areas
K-3	2:50	Bus	Gym	K-1 Paras 2-3 Teachers (2)	Students will sit by class
4-8	2:48	Walkers/ Pickups	Library Door	Frank, Ms. Garcia	No required parent signature
4-8	2:50	Bus	Classroom	Administrator/ Staff	Bus numbers will be called over intercom

Notes:

- Families are not allowed in the building
- All bus drop-off/pick-up will be on Exchange Street
- Administrators and team will be posted at front door to attend to families, at gym and on Exchange Street coordinating bus calling

Dismissal

- Grade K-3 pickups:
 - Pick up is at 2:50pm - Main Entrance, on Grand Avenue
 - Parents must have ID to sign out their child electronically.
- Grade 4-8 walkers and pickups:
 - Side parking lot door, in front of the Library
 - No required parent sign out

*Early Dismissal

Parents must notify the school 2 hours in advance prior to pick up.

Email: fairhaven@nhboe.net / T. 475-220-2600 / Fax: 475-220-2697
www.fairhavenprek8school.com