

**All City High**  
**Reopening Plan 2020-2021**

*“Where Students Come to Finish What They Started”*

School Name: All City High School  
Building Address: 2 Austin Street, Rochester, NY 14606  
Principal’s Name: Armando Ramirez  
School’s Contact Information: [armando.ramirez@rcsdk12.org](mailto:armando.ramirez@rcsdk12.org)  
Phone: 585-458-2110

As per Governor Cuomo and the New York State Education Department document on *Recovering, Rebuilding, and Renewing: the Spirit of New York’s Schools Reopening Guidance from July 13, 2020*. This document details how All City High plans to reopen the school building safely.

General Information

**Distance Learning 9-12**

Students in grades 9-12 will follow their typical class schedule in a remote learning environment. Doing so will ensure consistency and continuity of instruction, eliminate conflicts, and build natural breaks (lunch) into the day for students. This also retains planning time for teachers. Class periods will be adjusted to allow for a “screen time break” and transition time between classes. A combination of synchronous large group instruction, synchronous small group instruction, and asynchronous learning will be provided to students each week.

Below is what the “Hybrid Model” will look like if the District transitions to this model

**Hybrid Model 9-12**

Week 1 / Week 2: Students come to school four days a week to receive face to face learning. Students will be split into Group A or Group B to provide 50% occupancy and groupings will include grade level, courses, and cohorts. Direct instruction will be delivered to students in small groups within their classroom while maintaining health and safety measures outlined by CDC guidelines. Note: Parent Preference to Distance Learning: students will work 100% remotely and will not come to the building for instruction. Parents need to contact the school as soon as possible to indicate distance learning is preferred.

**Hybrid Model for Specialized Instruction Programs 9-12**

Students with Disabilities that receive their instruction in a specialized program will attend school for in person instruction on Monday, Tuesday, Thursday, and Friday.  
Parent Preference to Distance Learning: students will work 100% remotely and will not come to the building for instruction.

## Communication/ Family & Community Engagement

- Information will be communicated, in English and Spanish, with families in August 2020.
- Weekly/ Monthly updates will be shared with families through Facebook, Instagram, robocalls, and emails.

## Health and Safety

- **Health Checks:**
  - ALL staff and visitors will be temperature checked before entering the building by a School Safety Officer and or nurse.
    - ALL staff must swipe their badge to enter through the Exit 3 doors and have their temperature checked before going into the building.
    - Staff may begin to enter the building at 6:45 am.
    - All staff must swipe their badge upon entry and should not hold the door open for other staff.
  - Staff will complete an online screening questionnaire daily (electronically) before reporting to work.
    - Screening questionnaire determines whether the individuals has:
      - Knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19
    - Tested positive through a diagnostic test for COVID-19 in the past 14 days.
    - Has experienced any symptoms of COVID-19, including a temperature of greater than 100 degrees in the past 14 days.
    - Has traveled internationally or from a state with widespread community transmission of COVID-19 per the NYS Travel Advisory in the past 14 days.
- **Social Distancing-** We will maximize social distancing whenever possible. Staff will remain 6 feet apart as much as possible.
- **Management of ill persons-** Anyone showing signs or symptoms of COVID-19 will be denied entrance to the building and sent home.
  - Any staff member or student with a fever of 100 degrees or greater will be denied access and sent home immediately.
  - The most common symptoms of COVID-19 include:
    - Fever or chills (100 degrees Fahrenheit or greater)
    - Cough
    - Shortness of breath or difficulty breathing
    - Fatigue
    - Muscle or body aches
    - Headaches
    - New loss of taste or smell
    - Sore throat
    - Congestion or runny nose

- Nausea or vomiting
    - Diarrheas
  - It is strongly recommended that all staff are educated to observe students or other staff for signs of any type of illness such as:
    - Flushed cheeks
    - Rapid or difficulty breathing
    - Fatigue or irritability
    - Frequent use of the bathroom
  - Any students/ staff exhibiting any of these symptoms should be seen by the school nurse.
  - Returning to school:
    - If person has NOT been diagnosed with COVID-19, they can return to school:
      - Once there is no fever (without the use of fever reducing medicine) and have felt well for 24 hours.
      - If they have been diagnosed with another condition and has a healthcare provider written note stating that they are clear to return.
    - If a person has been diagnosed with COVID-19, they should not return to school and stay home until:
      - It has been at least 10 days since the first symptoms.
      - It has been at least 3 days since a fever (without the use of fever reducing medicine)
      - It has been at least 3 days since symptoms improved (including coughing and shortness of breath).
- **Health Hygiene**
  - Bathroom:
    - Students will use the bathroom one at a time.
    - Bathrooms will be locked during passing time.
    - Bathrooms will be cleaned periodically throughout the day.
    - Students/staff will be expected to wash hands following specific guidelines.
    - Signage will be displayed by sink.
  - **Face coverings**- ALL staff and students MUST wear a face covering when moving around the classroom and the building or within 6 feet of others.
  - **Cleaning and Disinfecting**- all areas of the school will be cleaned daily. Spray bottles will be available for staff members to utilize. Hand sanitizer is also available throughout the building. Classrooms will also be provided small cleaning kits.

## Facilities

- **Physical Footprint/ Utilization of Space**- All areas of the building will adhere to guidance.
  - Classroom Seating:
    - Students' desks must be 6 feet apart (side by side).

- All students should be facing forward.
- Students are only allowed to work at their designated space all day.
- Students will not share any materials.
- Student spaces will be cleaned daily.
- Student materials will be switched out after Group A finishes, and before Group B attends.
- Hallways: social distancing will be in effect in hallways. There will be designated staircases for up only and down only.
  - Students and staff must wear face masks at all times in the hall.
  - Up only staircases- Exit 3
  - Down only staircases- Exit 1
  - Staff and students will move single file in hallways and stay to the right-hand side
- Elevator Use:
  - Elevators should be used only when absolutely necessary.
  - Only one person is allowed on an elevator at a time.
- Student Belongings: There will be no locker use this year,
- *Fire and lock down drills*- Must still be conducted- should plan for social distancing measures. More information in Staff Handbook. More information about safely practicing these drills will come.
- *Drinking Fountains*- Students will have access to drinking water. Bottle fillers on drinking fountains will be operational and available, while spouts will be fully covered and unavailable for use.
- Main Office- The number of students/staff members visiting the main office at any given time will be limited to two and social distancing guidelines must be maintained.
- Building Hours:
  - Staff can enter the building between 6:45 am, and exit the building no later than 3:45 pm in order for the building to be thoroughly cleaned.

## Child Nutrition

- Pre-made breakfast and lunches will continue to be available to all our students at all our High School Distribution Sites from 9 am to 1 pm Monday through Friday.
- Breakfast:
  - Students will eat in the café.
  - Hands will be washed/sanitized before and after breakfast.
- Lunch:
  - Students will eat lunch in the cafeterias.
  - Masks will be worn whenever students are not seated at their assigned seats in the cafeteria.
  - Tables/ desks and floors will be labeled to maintain consistency in seating and social distancing.
  - Students will adhere to social distancing rules (6 feet apart) when waiting in line, entering, and exiting the cafeteria.

- Students will remain seated while eating and garbage will be collected by an adult.
- All cafeteria tables, benches, counters, etc. will be sprayed and cleaned between each lunch period by the Custodial Team.
- Hands will be sanitized before and after lunch.

#### Transportation

- The school bus is an extension of the classroom. Transportation will have guidelines for seating, etc on the bus.
- Social distancing, cleaning, and face coverings will be required.
- Early pick up:
  - Parents can call from the car and the student will be sent out to them.
  - Office staff will call for the student.
  - Students will exit through the Exit 1.

#### Social Emotional Well-Being

- “Social emotional well-being must be schools’ and districts’ top priority in supporting school transitions, not at the expense of academics, but in order to create the mental, social, and emotional space for academic learning to occur.”
- The SST will be available for referrals of students who are experiencing an increased level of distress and anxiety. Each day, teachers will spend time connecting, and relationship building as a group.
- The school Social worker, Psychologist, and Home School Assistants will support families and provide information on community resources as needed.

#### School Schedules

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remotely and will not come to the building for instruction. Parents need to contact the school as soon as possible to indicate distance learning is preferred.

- No students will report in person on Wednesdays.
- Staff will report to the school building Monday – Friday.
- Regular Time Schedule
  - 6:50 – 7:25 daily will consist of arrival and breakfast
    - Arrival: see arrival/dismissal procedures
    - Breakfast: breakfast will be served to all students in the cafe.
  - Students will follow the normal time schedule for classes.
- Distance learning platform- Teachers will update distance learning daily (Monday through Friday).

#### Attendance and Chronic Absenteeism

- Teachers will be required to take attendance.
  - In person attendance- see Staff Handbook
  - Social distancing attendance/ participation
- Chronic Absenteeism- the Attendance Team will continue to meet weekly in order to monitor students’ engagement levels. The team will identify students that need support and work with staff in connecting for engagement.

#### Technology and Connectivity

- The district has provided Chromebooks for all high school.
- Staff will provide distance learning opportunities that consist of technology based activities as well as non-technology based activities.
- Students are expected to bring their own Chromebooks and power cords for use in the classroom. Electronics should not be shared between students.
- Teachers will be expected to use technology to provide new learning, enhancing learning and creating rigorous learning

#### Teaching and Learning

- Teaching and Learning Goals:
  - We will provide clear opportunities for equitable instruction for ALL students.
  - We will inform students in writing of the learning standards, course expectations, and grading policies for each individual class.
  - We will maintain continuity of learning using instructional models (in person, remote, hybrid).
  - We will provide standards based instruction.
  - Substantive daily interaction will occur with teacher to student and student to teacher.
  - We will provide clear communication of plans with families.
  - Access to classrooms may be limited on Wednesdays in order for deep cleaning to occur.

### Special Education

- Students will have the option of participating in Groups A, B, or C for in person instruction Monday, Tuesday, Thursday, and Friday. No class on Wednesday.
- Consultant Teacher and Resource Room students will receive services in person on days in school, and remotely when home (think Distance Learning Plans!).
- Documentation will be kept on students' IEP goals.
- Communication with families is necessary.
- More information will come on CSE meetings.
- Related services will follow social distancing guidelines.

### Staffing

- All staff must fill out COVID-19 questionnaire before entering the building (will be sent electronically).
- Each staff member must swipe their own badge before entering the building. Every badge needs to be swiped for monitoring (that means no holding the door for each other!) If you need a new badge, please notify Plant Security, 336-4160.
- By each staff member swiping their badge, the district is able to monitor which staff is in which building (in order to report any potential spreading).
- All staff may enter the building through Exit 3 beginning at 6:45 am.
- Each staff member must be temperature checked upon entering the building.
- All staff must exit the building by 3:45 pm in order for the building to be deep cleaned daily.

For more information about school procedures and policies, please see the All City High Staff Handbook