



## **Yarbrough Families,**

We hope that you are enjoying your summer by finding ways to rest and relax as a family. One of the blessings that Covid-19 has brought us is more family time, but know that we are missing our Yarbrough Family so much. We are hard at work planning and preparing for the upcoming school year. The plans for face-to-face and remote learning are each very exciting and we know that whichever format you choose, you will receive a quality education and have a connected learning experience at Yarbrough Elementary. We are very eager to reconnect with our students after an extended leave in the spring followed by a long summer so our theme for this school year is **Better Together**. Regardless of your choice to come back to YES, or receive instruction through Remote Learning, we promise to make your child feel connected to the staff, their friends, and our school family.

We know that you are faced with many important decisions in regard to your child's educational experience for the 2020-2021 school year and would like to provide some specific details specific to Yarbrough Elementary and our plans for the fall. Please know that every school in Auburn is unique in layout, enrollment, family needs and choices, student needs etc. The information below will hopefully allow you to feel more informed when making your decision as it relates to students enrolled and attending Yarbrough Elementary. We have used many of the same talking points that were provided earlier to parents from the ACS Central Office, but have added more detailed information specific to Yarbrough Elementary. This document is intended to answer as many questions as we can to help inform your decision about the upcoming school year.

### **Classroom Procedures and Instruction**

Quality instruction will continue to be provided for all students at Yarbrough Elementary. Within each classroom setting teachers will administer whole group, small group, and individual instructional opportunities to meet student needs. Small groups of students will be pulled strategically to minimize student crossover. Areas where students are receiving instruction in groups (not at their individual desk) will be sanitized regularly and students will use hand sanitizer throughout the day.

Students will utilize their own classroom supplies as much as possible, minimizing sharing where possible. Backpacks, lunch boxes, and water bottles will remain on backpack hooks without grouping in a bin. Students will have access to books from classroom libraries. When those books are returned, the classroom teacher will place it in temporary book isolation before the next student use. All student food consumption will be at the individual student desk.

Classroom Teachers will continue to provide a sanitized and disinfected environment each day for when students return to school. Each teacher will be provided spray cleaner to disinfect classroom surfaces each day prior to leaving. Custodians will also be following behind teachers cleaning efforts to ensure everything

is properly sanitized and disinfected. Cleaning and disinfecting chemicals will be kept in a cabinet away from children access.

All homeroom classrooms have a classroom sink for handwashing. Teachers will also receive hand sanitizer for student use throughout the school day.

### **Use of Face Coverings**

At Yarbrough Elementary, all faculty and staff will wear masks during the school day. Yarbrough Elementary will follow all Auburn City Schools guidelines for student mask use.

### **Physical Distancing**

At Yarbrough Elementary, we will make every effort to arrange other furniture to allow more space for distancing. Students will remain with their homeroom class of students, minimizing the crossover with other students and adults. Outdoor spaces will be utilized as much as possible. We will also allow and encourage classroom movement for student benefit utilizing classroom specific spaces on campus. Students that are pulled for intervention services, EL services, or special education services will be pulled by those specific instructors, using strategies to minimize crossover with other students and adults. Students in 4<sup>th</sup> grade will transition between two classrooms, an ELA/SS Teacher and a Math/Science Teacher. Students in 5<sup>th</sup> grade will transition between three homerooms, an ELA Teacher, Math Teacher and a Science/SS Teacher. Classrooms will be sanitized prior to students entering a new classroom environment.

### **Hand Washing and Sanitizing**

At Yarbrough Elementary, hand washing will be of utmost importance. Students will receive a hand washing lesson from our school nurse on the first day of school. Students will be encouraged to wash hands frequently following all bathroom trips, transitions, and interactions with school materials.

There will be hand sanitizer placed in the front office specifically for any adult entering the front office. A station will be located at the entry point of the cafeteria line to be utilized for breakfast and lunch pick up. A hand sanitizer station will be located and utilized by students upon entry and exit of the PE space. All classrooms are being provided hand sanitizer for individual student use prior to any snacks or meals and other necessary times.

### **Sanitizing and Disinfecting**

ACS and Yarbrough have purchased EPA-approved disinfectants for use to combat the COVID-19 virus in school settings. These chemicals that are provided by our system are highly effective. High-touch surfaces such as door handles, sink and faucet handles, and any shared equipment will be disinfected regularly to maintain sanitary conditions. Regular hand washing as well as other routine cleaning practices will be encouraged.

### **Special Areas (Art, Music, Guidance, Library/Media, Computer)**

At Yarbrough Elementary, special area teachers will teach lessons in student classrooms instead of their own spaces (for example, music room or art room) to start the school year. Students will be able to check out library books from the library with temporary book isolation taking place upon return of books. Individual headphones will be used by students provided by the school. iPads and keyboards will be sanitized between class usages. Students will use hand washing or hand sanitizing protocols when they transition to different parts of the building. As health and safety guidance changes, these protocols may also change.

### **Physical Education (PE)**

At Yarbrough Elementary, required PE will take place each day. Class homerooms will remain distanced as practically as possible. Outside PE and non-equipment games will be utilized as much as possible. Students

will use hand sanitizer upon entry into the PE space (indoor/outdoor) and as they leave PE class each day. All PE equipment will be sanitized between class rotations.

### **Playgrounds**

At Yarbrough Elementary, classrooms will hold recess, by homeroom, on a regular basis. Handwashing and sanitizing protocols will be used before and after playground use. Recess equipment will be sanitized as much as possible.

### **Arrival**

At Yarbrough Elementary, students will be able to enter the building at 7:05. Students will report directly to their hallway instead of being held in our Multi-Purpose Room like previous school years. At 7:30, students will be counted tardy.

### **Breakfast**

At Yarbrough Elementary, breakfast will be served utilizing social distancing for lines and seating. No transaction of money or data entry via keypad will occur at the point of sale. Students will take their breakfast to their classrooms to eat and discard their trash.

### **Lunch**

At Yarbrough Elementary, students will eat in the classroom with their homeroom class. No transaction of money or data entry via keypad will occur at the point of sale. Teachers and Child Nutrition Staff will work together to ensure efficient communication of lunch choices and distribution. Students will utilize hand sanitizer upon entry and exit into the Multi-Purpose Room in order to pick up their lunch. Lunches will be pre-made trays that will allow for easy transport and prevent the spread of germs. Due to safety concerns, no outside lunches will be allowed for students.

### **Special Education**

Every child with a disability is entitled to services based on their Individualized Education Plan. In the traditional model, students will be supported in settings outlined in the IEP (inclusion, individual, small group, whole group, etc.). In the remote model, students will also be supported by Special Education teachers based on the IEP, but an amendment to the original plan may be written to accommodate for remote learning.

### **Dismissal**

At Yarbrough Elementary, students will be dismissed from their homeroom classrooms. While school dismissal time will not change, student dismissal from individual classrooms will be staggered with teachers walking students to dismissal locations to support distancing. Please allow us several weeks to get a regular time for busses to leave campus.

### **Buses**

Students should be screened for symptoms in the morning by the parent or guardian prior to boarding the bus. Drivers will use facial coverings. Students should wear face coverings on buses. Windows will remain open on buses as weather allows. Hand sanitizer will be available upon entry to the school bus. Bus routes will be posted on the For Parents section of our school webpage between August 3-14.

### **Attendance**

If a student is required to quarantine based on the guidance of public health officials, the absence will be excused and a blended model of learning will take place to support the students. All other student absences will continue to be subject to the attendance policies as outlined in the Auburn City Schools Parent Student Handbook.

### **Visitors**

At Yarbrough Elementary, visitors will not be allowed beyond the main office. We will continue to welcome parents and support any needs that arise. Auburn University College of Education students will check in at the main office and will be required to follow all guidelines required of the YES staff. Masks will be required for service, maintenance, and other essential personnel to enter school buildings. Visitors entering the building will be required to wear a mask.

No outside food will be permitted to come into the school. This will include cupcakes or treats for birthdays or outside lunches from fast food restaurants. An alternative to birthday cupcakes will be offered by the homeroom teacher. Due to safety concerns, no outside lunches will be allowed for students.

### **After School Program**

After school programs will operate as scheduled with proper distancing and cohort groups utilized as feasible. Afterschool schedules and student interactions are being prepared to minimize student crossover and meet social distancing guidelines. Similar measures that take place during the school day will occur during after school hours.

### **Remote Learning**

Students enrolled in remote learning will follow all district guidelines previously provided in terms of devices requirements, time of instruction, and orientation meetings.

At Yarbrough Elementary, students participating in remote learning will be placed in a grade specific homeroom class with a Yarbrough Elementary teacher. This homeroom may be a similar in size to the traditional learning environment and will be with other students zoned for Yarbrough Elementary.

Remote learning will utilize the Schoology platform to communicate activities, instruction, and assessments. The State of Alabama has purchased a standards based curriculum for all remote learning. Instruction will be a combination of Webex instruction provided by the Yarbrough Elementary teacher, other instructional videos, independent practice activities, etc. The Schoology platform will serve as the vehicle to get all instructional components to the student and family at home. Remote learning teachers will continue to communicate with parents via email, Schoology, telephone, etc. We will continue to utilize professional response times within 24 hours of the initial contact during the work week to address questions and concerns.

Attendance will be determined by student participation in daily/weekly instruction and completion of assignments and assessments. Remote learning and traditional learning will be aligned with lessons and pacing as much as possible. This will allow grade level planning and provision of quality instruction if students are quarantined or become sick.

Remote learning students will have a structured schedule to assist with day-to-day expectations and assignment completion. This will include weekly Art, Music, Venture, Media and Counseling instruction along with daily PE lessons.

### **Classroom Teacher Assignments**

At Yarbrough Elementary, students participating in both traditional and remote learning will receive a phone call from the homeroom teacher on August 5<sup>th</sup> letting each student know who their teacher will be for the 2020-2021 school year. If a call is not received, the teacher will leave a voice mail welcoming the student. Information will be provided by email for a class Web Ex on August 7<sup>th</sup>.

### **Meet Your Teacher**

Meet your teacher will be held virtually this year via Webex for both traditional and remote learning students. A letter will be sent to your home introducing you to your homeroom teacher and providing you a time and link to a class Web Ex.

### **Special Events**

At Yarbrough Elementary our theme for the 2020-2021 school year will be BETTER TOGETHER. We still believe that we are better together whether that is face to face or through remote options. We will continue to provide all students a school experience including book fairs, special programs, performances, etc. During the first semester, prior to winter break we will not have any in person student performances. The safety circumstances will be reassessed and a decision will be made for second semester in January.

### **Field Trips**

All field trips have been postponed at this time.

Please know that while this is uncharted territory for everyone, at Yarbrough Elementary we are doing our very best to balance quality education and instruction, individual needs of students, and health and safety. We will continue to adjust plans and protocols as needed and as suggested by the Alabama Department of Public Health in order to best serve our students and families.

If you have any specific questions, please reach out via email or phone call to Dr. Forster or Dr. Baugh. We are happy to help and support in anyway we can.

Sincerely,

*Pete Forster*

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