

FRANKLIN PHONETIC SCHOOL

6116 EAST HIGHWAY 69
PRESCOTT VALLEY, ARIZONA 86314

PHONE (928) 775-6747
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September 2, 2020

Franklin Families,

Franklin Phonetic School will begin the hybrid program on Tuesday, September 8th, and students in K-4th grade will return to campus. You **MUST** sign a waiver if your child will be returning to campus. The waiver is available at franklinphoneticschool.com and we ask that you return it ASAP to make the drop off during the first week less congested. Students who attend in person can either be picked up at the half day pick up times or remain on campus in our onsite learning program. Students who are picked up early will need to continue their educational day at home via Google Classroom to receive their special area instruction.

Students in 5th-8th grade will continue online learning. Distance learning for children in K-8th with medical issues preventing them from attending school or whose parents are not ready to have their child/children attend in-person school will continue to be provided. If your child was attending onsite learning for K-4th, they will now be placed into their teacher's classroom beginning September 8th and onsite learning will continue for 5th-8th grade students.

Once you have decided if your K-4th grade child will return to class or remain in online learning, the decision will become final until Fall Break in October. If you have extenuating circumstances please contact Ms. Gabaldon, the elementary principal or Ms. Fitch, the junior high principal if you need to request a change in placement.

Franklin School has designated personnel to communicate with the required public health officials. Mrs. Dobies is our health aide and contact person at our school. Parents will communicate with this designee solely in regards to reporting. Franklin school will maintain confidentiality with this information. We will inform parents/families via Blackboard communication if there is a confirmed case of COVID-19 in their child's classroom or cohort. Please give the school your updated email and telephone number. This is imperative for communication between home and school.

- If any symptoms are present in your child or you have a household member who has contracted COVID-19, you must report it to the school. Confidentiality will be maintained.

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- Franklin School's health aide will identify students, teachers, or staff with fever or respiratory symptoms and send them home immediately. Students who become ill during the school day will be separated from peers, cared for, and monitored until parents can pick them up. The class will then be removed from their classroom to the auditorium. The classroom will then be sanitized and cleaned before students and staff can return to that classroom. Students will be moved to the auditorium in the meantime.
- Symptoms of concern include: fever, cough, and shortness of breath. Students must be symptom-free for 72 hours before they can return to school.

BEFORE SCHOOL/DROP-OFF

- Students will not be allowed to be dropped off before 7:45AM Monday-Friday.
- Parents will continue to drop off their child/children at the Copper Hill Drive drop off/pick-up area.
- All students will have their temperatures checked before they can be left at school
- Free breakfast will be served from 7:45-8:15 in the classroom for all students.
- Send your child with a water bottle with their name on it since our drinking fountains are turned off at this time except for our water bottle refill stations.
- School supplies can be dropped off for K-4th grade students during the drop off time beginning September 8th.
- If you checked out a laptop computer from the school in K-4th grade and your child no longer needs it at home, please return it through the drop-off area beginning the week of September 14th.

LUNCH

- Lunch will be served in the classroom.
- Students will have their choice of a FREE hot lunch for every student or bringing their own lunch from home.

RECESS

- There will be no before school recess. When students arrive, they will have their temperature checked and go straight to their classroom.
- Playground equipment will be sanitized frequently throughout the day.
- Students will still have recess breaks throughout the day with their cohort.

CLASSROOM

Teachers will continue to teach school-wide expectations and procedures with the additional procedure of modeling and encouraging social distancing in the classroom,

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playground, and various areas on campus and wearing a mask or face shield when social distancing is not permissible. Masks must be worn properly and cover the face and nose.

- Extra time will be given throughout the day for frequent hand washing and mask breaks. Hand sanitizer will be used frequently in all classrooms.
- Extra furniture has been removed from the classrooms to allow for more room between students' desks.

COMMUNICATION

Teachers and administration have 24 hours to respond to parent and student questions and concerns.

Teachers and staff members are available on campus from 8-3 and can be reached by phone at (928) 775-6747. Feel free to email teachers and staff at any time if you have questions or concerns.

VISITORS

We will be limiting all non essential visitors on campus.

If you do need to speak with a teacher, administration, or staff member please call the office to make an appointment at (928)775-6747.

When a visitor arrives for their scheduled appointment, they will be required to wear a mask or face shield and have their temperature checked.

PICK UP AND DROP OFF

If you are picking your child up for an appointment, please call ahead.

If you come to pick your child up for an appointment, and the student returns to the school, the student must have their temperature checked before returning to their class. After-school pick up needs to occur through the Copper Hill drive thru. If your child is staying all day, please do not pick up your child before 2:45, unless they have an appointment.

AFTER-SCHOOL ACTIVITIES

There will be no after-school activities or clubs to allow for more time to sanitize and clean the campus each day. Because of this, we ask that you pick up your child promptly at their dismissal time.

FACE COVERINGS

All students, staff, and visitors are required to wear a mask or face covering while on campus. Face coverings must be worn appropriately and cover the nose and mouth. Children 5 years and younger are not required to wear a mask. A documented

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recommendation provided from medical or other professional personnel is required if a person is not able to wear a mask.

Dismissal Times for students not attending the onsite program for the remainder of the day:

Parents may choose to wait until the oldest sibling is dismissed and pick up their children at the latest dismissal time.

K- 11:30

1st- 11:45

2nd-12:00

3rd-12:15

4th-12:30

Students who are not picked up will transition to the on-site learning program with their grade level peers and will be supervised by paraeducators.

Onsite Dismissal Times

Parents may choose to wait until the oldest sibling is dismissed and pick up their children at the latest dismissal time.

K-2:45

1st-2:45

2nd-2:55

3rd-2:55

4th-3:05

5th-3:05

6th-8th-3:30

Thank you for your continued support,
Franklin Administration