



Honors Academy of Literature

- In-Person Learning: Health and Safety
- In-Person Learning: Student and Staff Wellbeing
- In-Person Learning: Accelerating Student Learning
- Distance Education: Students unable to participate in-person
- Distance Education: Emergency Closure
- Distance Education: Supporting Students

The Honors Academy of Literature will prioritize in person learning Monday through Friday, addressing learning loss, and meeting the social emotional needs of scholars, teachers, and families during the 2021-2022 school year. We will provide in person learning to all students with contingency plans for high quality distance learning in case of emergency closure.

In Person Learning Plan: Health and Safety

- All scholars will attend school in person unless excluded due to symptoms*, exposure**, or testing positive of COVID-19 or other illness.
 - If a scholar is excluded due to symptoms, exposure, or testing positive of COVID-19 or other illness, access to assignments and attendance will be available through the Altitude Learning Platform and the classroom teacher will make meaningful contact with the scholar daily through Altitude, email, and/or Zoom.
- Scholars will arrive at staggered times to avoid crowding
 - 8:30-8:45 am arrival time for 6th-8th grade scholars with an 8:45 am start time
 - 8:30-9:00 am arrival time for K-5th grade scholars with a 9:00 am start time

- If a scholar develops a fever above 100.4 while at school, parents will be notified, the scholar will be isolated in the office, and must be picked up within 30 minutes of parents being notified
 - Scholar will be tested for COVID-19 (pending parent consent and test availability)
- Hand sanitizer will be available in each classroom
- Sanitizing wipes will be available in each classroom
- Each classroom, the library, and school office will have an air purifier
- Hand washing stations will be in and/or near each classroom
- Carpeted flooring will be removed and replaced with industrial vinyl planks flooring for easy cleaning and sanitation.
- Cleaning regimen and supplies will meet CDC cleaning standard recommendations
- Water bottles fill-stations will be provided on each floor- no drinking fountains will be available
- Mask policy will comply with state regulation
- Social distancing will comply with state regulation
- Weekly active cases and exclusions due to exposure will be posted on the school website

When the Washoe County Active Risk Meter > High Risk the following additional mitigation strategies will be implemented:

- Upon arrival, scholars will be screened for a fever over 100.4 F. Scholars must remain in their vehicle or with their parent if walking up until the temperature measurement has been taken. Scholars with a temperature over 100.4 F will not be allowed to attend in person until their temperature is measured below 100.4 F upon arrival without the assistance of fever reducing medications.
- At 8:50 am all scholars will line up outside of their 1st period classroom on distance marked spots. They will be required to sanitize or wash hands upon entering the classroom.
 - No personal belongings may be brought into the classroom. All outerwear and lunchboxes must fit in the scholar's assigned cubby, hook, or locker. **Backpacks will not be allowed in classrooms. Backpacks must be stored in designated spaces outside of the classroom.**
- Scholars will attend their classes and transition between classrooms as needed while maintaining social distancing to the extent possible.
- Only one scholar will be allowed in restrooms at a time. Scholars waiting to use the restroom must wait outside on distant marked spots.
- Volunteers or parents will be require to have a COVID-19 test to be in the classroom and/or working directly with scholars.

- If a scholar/staff member is exposed to someone who has tested positive for COVID-19 they must:
 - Notify the school immediately
 - Attend school online while quarantining for a minimum of 10 days or 7 days with no symptoms and a negative test for COVID-19 done by a licensed provider (this includes tests administered by school staff). If the staff member or student is not symptomatic, can provide proof of vaccination, and agree to testing for COVID-19 done by a licensed provider (this includes tests administered by school staff) no quarantine is required
 - Seek medical advice to determine if testing for COVID-19 is appropriate
 - If tested, a positive test must be reported to the school immediately
- If a scholar/ staff member tests positive for COVID-19 they must:
 - Notify school admin immediately
 - Attend school online while quarantining until they have been symptom free for 3 days (72 hours) with no medication and 10 days has passed since first symptoms appeared, and/or have had a negative test for COVID-19, whichever is longer
- In the event that a scholar/ staff member tests positive for COVID-19:*
 - Notify families in the scholar/ staff member's class by phone of a possible exposure (those who have been within 6 ft. of the scholar/ staff member for 15 minutes or more)
 - Require those who have possibly been exposed to attend school online while quarantining for a minimum of 10 days and/or until a negative test for COVID-19 is recorded, whichever is longer.
 - Disinfect any spaces where the scholar/staff member may have been in the last 24 hours
 - Notify local health officials
 - Follow the guidance of local health officials

* Confidentiality of anyone who has tested positive will be maintained consistent with the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).

In Person Learning Plan: Student and Staff Wellbeing

- Strategies to support student wellbeing:
 - Second Step Curriculum
 - Morning Meetings
 - Daily Mindfulness Practice

- Loving Kindness Meditation
- Peer Mentor Program
- Counseling Services (as needed)
- Greif Support Services (as needed)
- Trauma Informed School Practices:
 - Relationship building
 - Consistent routines and procedures
 - Trauma sensitive techniques
- Strategies to support staff wellbeing:
 - Trauma Informed School Practice PD
 - Daily Mindfulness Practice
 - Loving Kindness Meditation
 - PD on stress reduction techniques
 - PTO may be used for mental health days
 - Modeled self-care
 - Work/home life balance encouraged
 - Counseling Services (as needed)
 - Greif Support Services (as needed)

In Person Learning Plan: Accelerating Student Learning

- Strategies to support accelerated student learning:
 - Scholars will be placed in core classes based on developmental levels
 - Two data-driven goal setting meetings with teachers, families, and scholars during the year will be offered
 - Developmental small group instruction K-8 in all core content areas will be provided by highly qualified teachers
 - Benchmark assessments will be administered three times to monitor progress
 - A wide range of formative assessments will be administered throughout the year to monitor progress towards mastery
 - Progress towards mastery will be monitored and reported through Altitude weekly
 - There will be no interruption in learning or services for special populations if distance learning is necessary

Distance Education: Scholars Unable to Participate In Person

- In the event that a scholar is unable to attend in person due to symptoms, exposure, or testing positive of COVID-19 or other illness, they will participate in distance learning.

- Scholars will log into Altitude daily and send their homeroom teacher a message checking in for attendance no later than 9:10 am
- All attendance will be recorded in Infinite Campus
- The scholar will click the card(s), to access the list of tasks assigned for that day.
- All assignments will be submitted through Altitude
- Links to any live instruction will be embedded in the card on Altitude
- Any scholar not attending live lessons will be contacted by the classroom teacher by email and parents will be included in the email, if no response, the teacher will call after 3 days of missed lessons
- Scholars in need of technology, including a device or internet hot-spot, will be provided one by the school at no cost to the family for the time they are unable to attend in person

Distance Education: Emergency Closure

- In the event of emergency closure, all scholars will transition to distance learning.
 - At the beginning of the week and daily: Scholars will log into Altitude and access Homeroom Weekly Card. This card will be created by the Homeroom Teacher and will be assigned to all scholars by their period 1 teacher. Scholars will take attendance using a link provided on the Weekly Card
 - All attendance will be recorded in Infinite Campus
 - Daily: When scholars click the Card for that day, there will be a list tasks assigned for that day.
 - All assignments will be submitted through Altitude
 - Links to any live instruction will be embedded in the card on Altitude
 - Any scholar not attending live lessons will be contacted by the classroom teacher by email and parents will be included in the email, if no response, the teacher will call after 3 days of missed lessons
 - Scholars in need of technology, including a device or internet hot-spot, will be provided one by the school at no cost to the family for the time they are unable to attend in person

Distance Education: Supporting Scholars

- Strategies for supporting Scholars during distance education:

- Scholars in need of technology, including a device or internet hot-spot, will be provided one by the school at no cost to the family for the time they are unable to attend in person
- All assignments will be submitted through Altitude
- Any scholar not attending live lessons will be contacted by the classroom teacher by email and parents will be included in the email, if no response, the teacher will call after 3 days of missed lessons
- Scholars who become habitually absent from live instruction or fall behind on assignments will be contacted by the Scholar Relations Coordinator. The SRC, scholar, family, and teacher will meet virtually to develop a distance learning success plan and will check in regularly on progress toward the plan. The plan will include attainable goals for the scholar and family to meet and will increase engagement and production overtime until the scholar is able to fully engage in the curriculum.
- Scholars and families will be provided access to virtual counseling services as needed
- Scholars will be provided access to grief support services as needed
- Information about community support and services will be disseminated to families through the school's weekly newsletter
- School staff will be available by phone, email, Slack DM, GoGuardian messenger, and Altitude Stream to support scholars Monday through Friday 9:00 am to 4:00 pm
- SafeSchool contact information will be provided to all scholars regularly throughout the school year