



360 Mt. Sterling Road | Winchester, Kentucky 40391 | P (859) 745-8900 | F (859) 745-3908

## Hybrid Model Overview

**Hybrid Instructional Model:** Parents have been notified of Hybrid Groups through email and by classroom teachers. To request a change in learning platform, visit the forms section of the CCPS website.

### HYBRID GROUP A

- In-Person Learning on Monday and Tuesday
- Distance Learning on Wednesday, Thursday, and Friday

### HYBRID GROUP B

- In-Person Learning on Thursday and Friday
- Distance Learning on Monday, Tuesday, and Wednesday

### VIRTUAL/FULL-TIME DISTANCE LEARNING GROUP

- Distance Learning Monday through Friday

### GENERAL INFORMATION

→ All students will receive instruction in Language Arts (Writing), Reading, Mathematics, Social Studies, Science, Art, Library/Media Literacy, Physical Education, and Music.

→ Teachers will only be available to answer emails and contact parents during their planning time when students are not present.

→ All students will have their own Chromebook and may be asked to bring it back and forth to school. Chromebooks should be handled with care, following all protocols as listed in the Chromebook Agreement Form.

→ Supervised Physical Activity (SPA) and restroom breaks will be scheduled throughout the day. Cloth masks, social distancing, and seating charts will be required in all classrooms, library/media center, gym, and cafeteria.

→ Students will eat breakfast and lunch in the classrooms. Grade levels will be on a rotating schedule for an option to eat in the cafeteria.



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### **Healthy at School**

Temperatures will be detected using the thermal imaging cameras as monitored by staff. If a student's temperature is over 100.4, the student will go to the monitored (stable) isolation room and the parent will be called.

Cloth masks required at all times unless eating or outside AND spaced greater than 6 feet.

All student classroom desks will face the same direction.

Six feet distancing in hallways, classrooms, cafeteria, and gym is expected.

Health consent forms must be on file with our school nurse, Ms. Carroll.

Students should stay home OR may be sent home if any of the following occur:

- Temperature greater than 100.4
- Cough
- GI (vomiting/diarrhea)
- New rash
- Exposure to a COVID-19 case during a 48 hour period

### **Visitors/Volunteers/Parents in the Building:**

At this time, to limit the number of people in contact with our students, no visitors or volunteers will be permitted in the school. Parents will only be permitted if picking up a child early from school. Please remember that a valid ID is required to check-out your child.

### **Safety Drills Required**

Safety drills (fire, severe weather, lockdown, and earthquake) will be held within the first two weeks of the hybrid method. We will practice social distancing when completing all drills.

**Daily Attendance/Participation** Daily attendance will be taken for students who are in the building on the Hybrid Plan. When Hybrid students are working from home, they (or parents) are expected to check-in with the teacher through email, Remind, Google Classroom, etc. in order to receive attendance/participation for that day.

Students (or parents) who are on full-time distance learning are expected to check-in daily with the teacher via Remind, email, Google Classroom, live meets, etc. in order to receive attendance/participation credit for that day of learning.



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### **Packet Work/Online Assignments**

Assignments sent home for Distance Learning days are expected to be completed and returned to school or submitted online when due. Not returning assignments will have a negative impact on midterms/report cards.

**Non-Compliance for Wearing Masks** Students are expected to wear their mask the entire day at school, except when eating. However, if a student should refuse to comply, a reminder will be given by the teacher. If the student refuses, they will be sent to the isolation room or front office until compliant, and parent contact will be made. A third reminder to wear the mask will result in following Clark County district protocol and removing the student to full Distance Learning.

*\*\*The infection rate for the school and community will be reviewed regularly. Should a significant increase in COVID-19 cases arise in our schools or community during the Hybrid Instructional Model, students and staff may be required to return to full Distance Learning on short notice. This change could be implemented district-wide or on a school-by-school basis. If a change occurs, an announcement will be made to parents/guardians when applicable.*

## **Morning Arrival**

7:15 AM: Car lane and back bus drop-off monitored by staff; students enter the building and go to their classrooms.

7:30 AM: Breakfast on a cart, travels to all classrooms, students eat in their classroom.

7:50 AM: Breakfast over/tardy bell rings/instructional day begins.

## **Dismissal Procedures**

School dismisses at 2:50 PM. It does affect attendance if signed out earlier than 2:50.

**ALL STUDENTS** must have a dismissal tag attached to the **front strap** of their backpack. Color-coded dismissal tags are extremely important for students to get home safely. Students received these on the first day of school.

To help us prevent problems with the bus tags, please keep the following in mind:

- Make sure your child brings his/her backpack to school every day with the required tag.
- If your child is changing bus stops or not getting off at the assigned stop on his/her tag, you must notify the school in advance in writing so we can write a one-day bus tag.
- If your child is riding a bus to a friend's house, we must have written notification from both you and the friend's parents.



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### **Car Riders**

- Last minute transportation changes (after 2:30) will not be honored. Phone calls are not permissible for changes in transportation as there is no way to prove who is making the call unless there's an emergency.
- Please note: To better control who is in the building during this very busy time, NO students will be dismissed to the office for pick-up 2:45-3:00.
- Every car rider will have a car rider number. Parents are permitted to request additional car tags for other authorized persons to pick up your child. Anyone picking up your child must have a car tag or they will be required to come to the office with an ID before your child is released.
- Car rider tag must be visible.
- In the mornings, car riders will be dropped off in the car lane in front of the building.
- At dismissal, parents will pick their child up from the car lane in front of the building.
- DO NOT pull in front of the school before 2:50 unless directed by staff members. In case of a fire or other emergency, all cars would have to be cleared from this area for the emergency vehicles.
- REMEMBER: To ensure the safety of all, you may only make a left turn back on to Mt. Sterling Road when pulling out of Conkwright's pickup lane.
- Students exit the building from the upstairs front doors with a staff member as numbers are called. School staff will record your child's number from your displayed car tag to alert staff to dismiss your child. If you or whoever picks up your child does not have your child's car tag, you/they must park and go to the front office and show I.D. to pick up your child.

### **Day Care Van Riders**

- Students will be loaded onto daycare/after-school vans as they arrive.
- Please be sure your child knows the name of their daycare/after-school program.
- They will have a special tag for their backpack.

### **After School Care**

Clark County Children's Council is our after-school childcare program. Students that attend aftercare will be dismissed to the cafeteria or gym after school. Parents/Caregivers can sign-up for this service through the Clark County Children's Council.

### **Bus Riders**

The wearing of masks is required of all students and staff on school buses at all times. Hand sanitizer will be provided for all students as they enter the buses. Buses will be sanitized between routes. Please visit [www.clarkschools.net](http://www.clarkschools.net) for more bus route information. Parents are responsible for taking student temperatures and monitoring students' health before putting students on the bus. Students may have assigned seats on the bus.



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## Conkwright Counseling Services

Visit <https://sites.google.com/clark.kyschools.us/msmcgrath-colt-counselor> for resources in regards to your child's Social/Emotional needs. You will be able to connect with Ms. McGrath, your child's School Counselor, and find links and information for additional mental health resources. As you search through the Counselor Connection Site, you will also find videos, lessons, and activities that can easily be part of your child's day and week of learning! You can also reach Ms. McGrath at 859-745-8900.

## Conkwright Cafeteria/Nutrition and Wellness

The CEP Program, Community Eligibility Provision, feeds Preschool thru 12th Grade Students at no cost. Breakfast and lunch will be served to In-Person students. Our school nutrition department will continue to provide daily meal pick-up service (11:30 am – 1:00 pm) for all Distance Learning students at the side door. Except for mealtimes, the wearing of masks is required of all students and staff. To sign up for meal delivery, visit the [clarkschools.net](http://clarkschools.net) or contact Renee Walker at 859-745-8900.

## Conkwright Family Resource Center

The Kentucky Family Resource Centers are recognized as the nation's largest school-based family support initiative. These centers are designed to address the needs of children by developing partnerships with school, family and community in order to support that all public school students reach their proficiency. The goal of the Conkwright Family Resource Center is to meet the needs of all children and their families who reside in the community or neighborhood served by the school in which our center is located. Contact FRC Coordinator, Mrs. Mitchell at 859-745-8900 for more information.

*\*Note: Due to continuously changing COVID-19 restrictions and requirements, some information found in this handbook may be altered throughout the school year.*

*\*\*All Centers for Disease Control and the Kentucky Department of Health guidelines will be followed, including sanitizing/disinfecting, social distancing, temperature checks, and self assessment questions. At all times, the wearing of masks is required of students and staff. Students refusing to wear masks may be placed on Full-Time Distance Learning.*