



Adams High School

Return to Learn

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Dear Adams Families,

We are excited to see our students next week and welcome them back to Adams High School.

We appreciate you taking the time to read this Return to Learn guide. Although it is not inclusive of all policies, it gives a thumbnail sketch of important procedures and information. Remember, we are here for you! Please do not hesitate to contact us for assistance.

With Highlander Pride!

Mr. Pasquale Cusumano, Principal

pcusumano@rochester.k12.mi.us

Mr. Todd Calcamuggio, Assistant Principal

tcalcamuggio@rochester.k12.mi.us

Luke Swanson, Assistant Principal

lswanson@rochester.k12.mi.us





AHS SCHOOL HOURS COHORTS A & B

7:30 am - 2:30 pm

In Person Arrival: 7:00 - 7:30 am

In-Person Instructional Time: 7:30 - 11:26 am

In-Person Dismissal: 11:26 pm

Secondary (6-12) hybrid learning model

Middle school (6-8) begins Feb. 1, 2021.

High school (9-12) begins Feb. 8, 2021.

Monday	Tuesday	Wednesday	Thursday	Friday
Cohort A In-person a.m. Hours 1st – 3rd: ① 7:30 - 8:40 ② 8:53 - 10:03 ③ 10:16 - 11:26	Cohort A In-person a.m. Hours 4th – 6th: ④ 7:30 - 8:40 ⑤ 8:53 - 10:03 ⑥ 10:16 - 11:26	ALL Synchronous remote learning Zoom Hours 1st – 6th: ① 8:30 - 9:00 ② 9:10 - 9:40 ③ 9:50 - 10:20 ④ 10:30 - 11:00 ⑤ 11:10 - 11:40 ⑥ 11:50 - 12:20 *10-minute passing time	Cohort B In-person a.m. Hours 1st – 3rd: ① 7:30 - 8:40 ② 8:53 - 10:03 ③ 10:16 - 11:26	Cohort B In-person a.m. Hours 4th – 6th: ④ 7:30 - 8:40 ⑤ 8:53 - 10:03 ⑥ 10:16 - 11:26
Cohort B Zoom p.m. Hours 1st – 3rd: ① 12:06 - 12:51 ② 12:56 - 1:41 ③ 1:46 - 2:30	Cohort B Zoom p.m. Hours 4th – 6th: ④ 12:06 - 12:51 ⑤ 12:56 - 1:41 ⑥ 1:46 - 2:30		Cohort A Zoom p.m. Hours 1st – 3rd: ① 12:06 - 12:51 ② 12:56 - 1:41 ③ 1:46 - 2:30	Cohort A Zoom p.m. Hours 4th – 6th: ④ 12:06 - 12:51 ⑤ 12:56 - 1:41 ⑥ 1:46 - 2:30

STUDENT 1:1 DEVICE

RCS is committed to being a 1:1 district. Secondary students should bring their fully charged Chromebook or personal computer ready to use each day. Students who prefer to use their own personal computer or laptop from home and at school, should not check out an RCS Chromebook. Please consider that we recommend the device being used by a student has a working camera to support attendance, collaboration, and completing assignments. Using a district issued Chromebook provides a consistent experience and helps RCS provide the best support possible. As we maximize our budget and resources, we encourage families to be considerate and only check out district devices that will be used.

If you are in need of a device please fill out [this form](#) on the Technology website.

If you have other technical issues or questions, please visit our [Technology Support](#) website.

AHS Return to Learn — Continued



STUDENT ARRIVAL

As we welcome students back to our building, please be aware we have changed certain aspects of our arrival and dismissal process. Please review the following information carefully. It is important that we reduce the number of children congregating inside of the school, and allow for each child to safely enter the building. Every child's safety is our number one concern.

We would like to remind families that a daily health screening is required for students before entering any RCS school or bus. (Please see the screening information on page 5.)

ARRIVAL TIME

Students should arrive as close to 7:30 am as possible and proceed to their classroom.

OPEN ENTRANCES

Three entrances will be available for children to enter:

1. Main Entrance (Door 1)
2. Athletic Entrance (Door 11)
3. West Side by baseball field (Door 20*)

*Please note this is for students who park on Highlander Highway. **DO NOT drop-off/pick-up students on Highlander Highway as it is dangerous for students and drivers.** Please use the student drop-off/pick-up line.

BUS RIDERS

Bus Procedures

Please check the student information tab in ParentVue for bus pick-up/drop-off location and times. If your child will be riding the bus, they will need to follow these procedures:

1. **REMINDER:** Students will use hand sanitizer upon entering the bus. Seating will be assigned.* Please follow instructions from the transportation staff. Masks must be worn for the entire time on the bus.
2. Students will be dropped-off/picked-up at Van Hoosen Middle School. They should follow the pathway behind the stadium to/from Adams. When they arrive at Adams, they will enter the athletic entrance (Door 20). *Students should know their route number, not the bus number, it will be displayed in the bus window and is available on ParentVue.*



*Seating charts will be established once we have a better idea of the riders. Siblings and bus stop cohorts will stay together. *Note: the drop off time will be adjusted on half days. **Please be patient. We anticipate delays as we familiarize students with new procedures.**

PARKING

During hybrid, all students who are able to drive to school may do so and park in their choice of lots, on a first come, first serve basis.



STUDENT ARRIVAL, cont'd

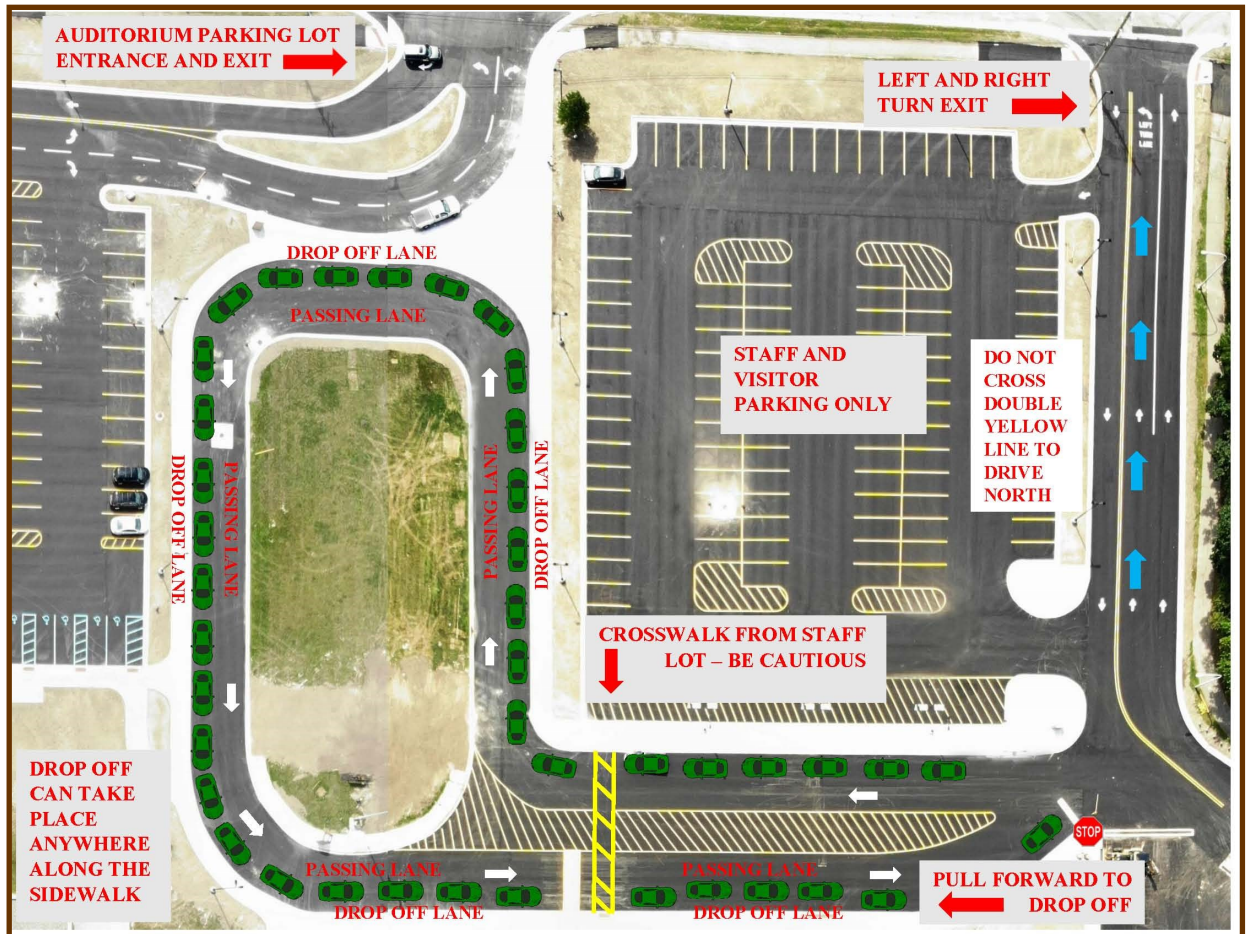
PARENT DROP-OFF/PICK-UP - KEY POINTS TO KEEP OUR STUDENTS SAFE!

Use Highlander Highway, located off Tienken, to enter the Parent Drop-off/Pick-up loop. *Please drive slowly for the safety of our students/teachers and other drivers.*

Please keep our students safe by following these procedures when dropping off your student at school:

1. **PULL FORWARD ALL THE WAY UNTIL YOU COME TO A COMPLETE STOP.**
2. Students should exit the car *wherever* it stops on the right side of the loop and proceed to the entrance. *(Do not drop students off in the inner loop.)*
3. Once your child exits the car anywhere in the loop on the right side, you may pass other cars in the inner (left) lane.
4. **Be mindful of the crosswalk when passing through the loop, and entering/exiting the loop.**
5. When exiting on Tienken, be courteous and take your time.
6. **Do not dropoff/pickup students in the athletic, auditorium, staff parking lots or other undesignated area. This is dangerous for kids.**

TIENKEN ROAD



Our number one priority is keeping our students, staff and community members safe.



DAILY HEALTH SCREENING

The *student daily health screening* is required to be completed daily for students on their in-person learning day. *Please complete this prior to entering any Rochester Community Schools bus or building.*

A consent agreement is available in [ParentVUE](#). To log in, families can use the ParentVUE app or the [ParentVUE](#) web browser. When initially accessing the site, you will be directed to the Oakland County Health Division (OCHD) health screening form. After reading the form, click the "I Accept" button at the bottom of the page to complete your submission.

Student Daily Health Screening Process:

- Login to [ParentVue](#) web browser or the ParentVUE app
- Answer the health questions for each child
- Press the submit button

Families must answer "no" to all questions in this survey in order to access any RCS bus or building. *If you answer "yes," please contact AHS main office and your health care provider for an evaluation. Please do not send your student to school without further direction and school clearance.*

The following is a short list of frequently asked questions:

Q: Do I have to submit a health screening every day?

A: Yes, you must submit a daily health screening every day that your child attends in-person learning.

Q: Do I need to print and hand in the OCHD COVID-19 school health screening agreement?

A: No. After reading the agreement, simply click the 'I Agree' button and your acknowledgement will be on file.

Q: I logged in to ParentVUE, but do not see any health screening questions. Where are they?

A: The daily health screening questions will appear the morning of your child's in-person learning day.

Q: Why can't I see the health screening questions in the ParentVUE app?

A: You may need to click 'logout' and sign back in. It's best to logout of the app when not in use.

Q: I can't login to ParentVUE. Who can help me?

A: At the login screen, click the 'Forgot Password' link and enter your username or email address. If you need further tech assistance, please send an email to rcsvuehelp@rochester.k12.mi.us and include your name, your child's name, and school.

Q: Can I access ParentVUE from the district website?

A: Yes, ParentVUE is easily accessible from the main page of our district website at www.rochester.k12.mi.us.



ATTENDANCE PROCEDURES

ABSENCES/LATE ARRIVALS

There are two ways to report an absence/late arrival for your child:

1. In ParentVUE:
 - a. Click on the **Attendance** tab found on the left side.
 - b. Click on the **Report Absences** button, enter the date and reason for the absence, (for late arrival, please indicate “late arrival” and the approximate time student will arrive).
 - c. Click **Save** to submit the absence.
2. **AHS Attendance Line:**
 - a. Call 248-726-5310 to report absence/late arrival by 7:45 am.
 - b. Leave your child’s name (spelling the last name), phone number, date and reason for the absence/late arrival.

Excessive absences as well as tardiness have a negative effect on learning. Truancy and tardy procedures will include notification and intervention process for the Adams staff to implement in collaboration with parents.

APPOINTMENTS/EARLY DISMISSAL

If you need to take your child out of school early, **all requests must be made with a phone call*** to the attendance line at 248-726-5310 as early in the day as possible and leave a message on the answering machine. ***Please advise your student to pick up their pass; passes will not be delivered.*** We discourage last minute requests for your student to leave school as we may not be able to meet the time you have requested.

****Due to Covid-19, we are restricting guest access to the building. Visitors must have a scheduled appointment to enter the building. Visitors are allowed when emergencies arise. IEP, 504 and other meetings of similar nature will be conducted via Zoom or phone call.***

DROP-OFF OF FORGOTTEN ITEMS

We encourage you to work with your child to make sure they have everything they need for the school day. We are trying to reduce the amount of contact points for students and staff.

If you need to drop off an item for your child, write your child’s name on the item, place it on the cart outside the main doors to the school. The cart will be moved into AHS for children to retrieve their item. *Please notify your child you have delivered the item(s); items will not be delivered. Please note: **Food delivery from restaurants/Door Dash, etc. will not be accepted.***

DISMISSAL

In order to clean all areas of the school for the next school day, students must leave the building by 11:45 am. They will not be allowed to enter for forgotten items.

SCHOOL LUNCH & FOOD SERVICE

Cafeteria service is unavailable during the hybrid schedule, since students will return home for lunch. Students may bring their own snacks to eat between classes in designated snack break areas (lunchroom, outside athletic entrance and door 18) where masks can be removed. 6 feet distance between students must be maintained in all areas.

Families who would like to register for free breakfast and lunch meals available for weekly curbside pickup should use this link: <http://ow.ly/Khir50DeQOx>.



ADDITIONAL SAFETY MEASURES

AT HOME HEALTH SCREENING

Each day, families should assess children for symptoms of illness with the [Oakland County COVID-19 symptom checklist](#). **Students with signs or symptoms of illness should not ride the bus or come to school.**

HYGIENE AT SCHOOL

All classrooms have hand sanitizer, and extra masks for students in the event something happens to their mask. *Please consider providing a fabric pouch or a paper lunch bag with the student's name for mask storage during breaks. No plastic bags or lanyards please.*

FACE COVERINGS

Students should come to school with 2 or more face covering that are comfortable and effective in mitigating virus spread. *(See page 10 and 11 for more information.)* An additional mask is necessary if the first becomes soiled. The school will supply a disposable mask if a student doesn't have one.

CLASSROOMS, MOVEMENT AND ACCESS

- Signage to remind students to wear masks and wash their hands.
- Classrooms will have all students desks spaced out 3 feet apart when logistically possible.
- Teachers will review protocols of mask wearing and social distancing with students.

PASSING TIME

- All desks and touch points will be cleaned during passing time.
- Passing time will be 13 minutes.
- During passing time students need to keep walking until their next class. Designated areas have been determined where students can talk socially distanced. Students may take mask breaks outside the athletic entrance and door 18 and must maintain a 6 feet distance.

SOCIAL DISTANCING – INTERIOR TRAFFIC FLOW

Signs have been installed throughout the building with the intentions of:

- Minimizing large crowds at arrival and dismissal times.
- Reminding students to wear masks, wash hands, and social distance.

STUDENT PERSONAL ITEMS AND LOCKERS

Lockers were not assigned this year to students. Students should carry only the personal/classroom items they will need during the school day.

AT-HOME MITIGATION

Families are asked to practice personal responsibility in mitigating health risks by using proper face coverings, hygiene practices and physical distancing within their normal daily routine. By modeling these actions in your home, your student will be well-prepared for school.

Partnerships and consistent practices among our families, schools and community are crucial to health, safety and viral containment.



HEALTH & MEDICAL MANAGEMENT

MEDICAL MANAGEMENT PLANS

If your child has special medical needs that may require intervention (i.e. asthma, severe allergies, etc.), it is imperative that the **Medical Action Plans (MAPs)** are completed by both the parent and the doctor. Forms for [medical management plans](#) are found on the RCS website

USE OF MEDICATION AT SCHOOL

If it is necessary for your child to take prescription medication at school, please be advised that you must complete an "Authorization to Administer Medication" form which is available on the [RCS website](#). Over the counter medications, including cough drops, are not allowed to be given at school. Medication sent to school in a baggie or envelope cannot be given. Please be advised that there are strict district guidelines regarding the use of medication at school which we are required to follow. Children are not allowed to self-administer any medication, including over the counter medication.

SOCIAL EMOTIONAL RESOURCES

RCS SOCIAL-EMOTIONAL RESOURCES FOR FAMILIES AND STUDENTS

Families are invited to take advantage of the student wellness resources developed specifically for the RCS community by our RCS teams. This valuable collection of tools provides crisis contacts, family activity ideas, parent resources, book recommendations, coping strategies, and contact information for the counselors and professionals in each school.

The [social-emotional resource site](#) can be accessed from the RCS webpage.

Our educators and support staff will use these tools throughout the school year to develop personal connections and foster students' social-emotional awareness and sense of belonging. When educators aim to understand the experiences and backgrounds of their students, they can develop an appreciation for their students' cultural identities and build authentic relationships. This creates a culture that promotes acceptance and trust, which can positively influence academic and social-emotional outcomes.

HOME PARENT/COMMUNITY RESOURCES
STUDENT WELLNESS RESOURCES STUDENT/FAMILY ACTIVITY IDEAS
RCS SOCIAL EMOTIONAL SUPPORT STAFF CONTACT INFORMATION

RCS Social-Emotional RESOURCES

During the 2020-21 school year the RCS Social-Emotional Support Staff (Counselors, Social Workers, and Psychologists) will be operating in all settings (In-Person/Remote or Virtual). Students and families can utilize this site for student wellness resources, family activity ideas, parent resources and more. Our highly trained RCS Social-Emotional Support Staff are available for students and families in a variety of settings, including email, in-person meetings/virtual meetings and phone calls.

RCS SOCIAL EMOTIONAL STAFF CONTACT INFORMATION BY BUILDING

POWERED BY weebly



ATHLETIC DEPARTMENT INFORMATION

Updates will be sent as we receive further information from the MHSAA. For the latest updates see the [AHS Athletic webpage](#).

MOVING FORWARD

Thank you for your assistance in helping our students follow the guidelines in our *Return To Learn* guide. We will continue to take guidance from the Oakland County Health Division and other state and national health organizations. As we learn more about best practices, we will likely be adjusting our procedures and protocols to ensure that we are creating the safest environment for our students and staff. This *Return To Learn* guide is a working document and will be updated when necessary. If you have any questions or concerns, please reach out to us. We want to be sure we are communicating clearly with our families.

We are excited to see all of our AHS students next week!!!

Pasquale Cusumano, Principal
Todd Calcamuggio, Assistant Principal
Luke Swanson, Assistant Principal

AHS Return to Learn — Continued



FACE COVERINGS

TK–12 students, post-high special education students, and all staff are required to wear face coverings during the school day

Face coverings must be worn during the school day and on buses.

Exceptions may include: meal time or drinking, children under age two, anyone who has trouble breathing or underlying health conditions. Documentation must come from a qualified medical professional capable of providing the appropriate diagnosis.

Pre-K, ages 4 and younger, will not need to wear a face covering when with cohorts. If a student or staff member does not have a face covering, a disposable mask will be provided.

Wear a face covering to protect others



DO

- Wear a face covering that covers the nose and mouth.
- Ensure a snug, but comfortable fit against the side of the face.
- Secure the face covering with ties or ear loops.
- Allow for breathing without difficulty.
- Wear a mask in public settings.

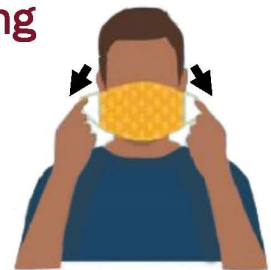


DON'T

- Don't put the mask around your neck or up on your forehead.
- Don't touch the mask.
- Don't touch your eyes, nose, and mouth when removing. If you do, wash hands or use hand sanitizer with 60% alcohol.

How to remove a face covering when eating or drinking

- Take off your face covering carefully.
- Untie the strings behind your head or stretch the ear loops.
- Only handle the ear loops or ties. Don't touch the face covering.
- Be careful not to touch your eyes, nose, or mouth when removing.
- Wash hands immediately after removing.



Cloth face coverings should be washed regularly. Disposable face coverings should be one-time use only.

Reference: [Center for Disease Control and Prevention \(CDC\)](https://www.cdc.gov)

To slow the spread of COVID-19, the Center for Disease Control and Prevention (CDC) recommends wearing a face covering in public around people who don't live in the same household and when it is difficult to stay six feet away from others.



HOW TO SELECT A FACE COVERING

- People two years of age and older should wear a face covering consisting of two or more layers of washable, breathable fabric.
- A face covering should cover the nose, mouth and chin and fit securely against the sides of the face. Adult and child-size face coverings are available.
- The CDC does NOT recommend the use of gaiters or face shields. Evaluation of these face coverings is on-going but effectiveness is unknown at this time.
- If you wear eye glasses, find a face covering that fits closely over the nose or one that has a nose wire to limit fogging.
- Masks should NOT be worn by children younger than two, people who have trouble breathing, or people who cannot remove the mask without assistance.

DO choose face coverings that



Have two or more layers of washable, breathable fabric



Completely cover your nose and mouth



Fit snugly against the sides of your face and don't have gaps

DO NOT choose face coverings that



Are made of fabric that makes it hard to breathe, for example, vinyl

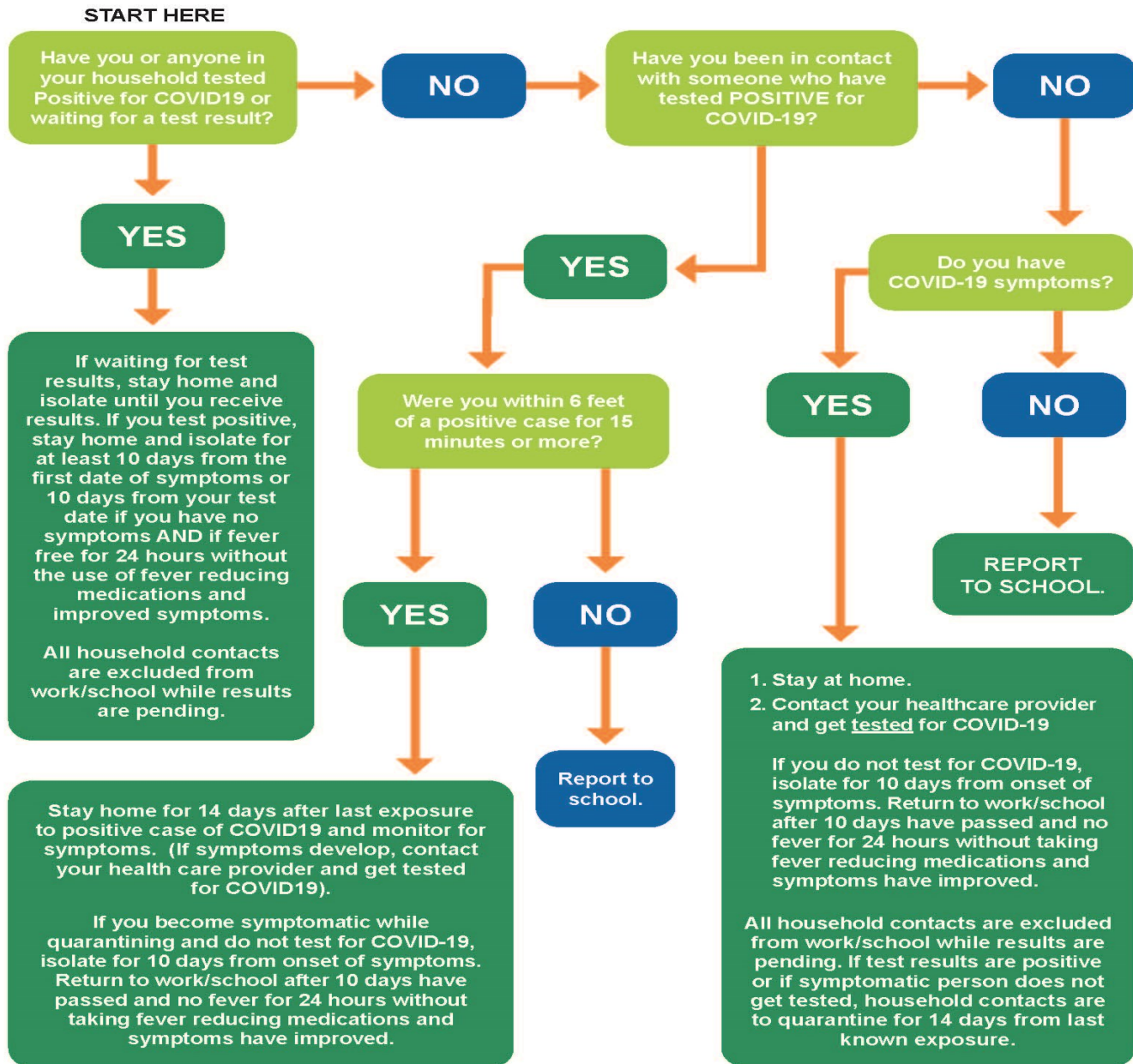


Have exhalation valves or vents, which allow virus particles to escape



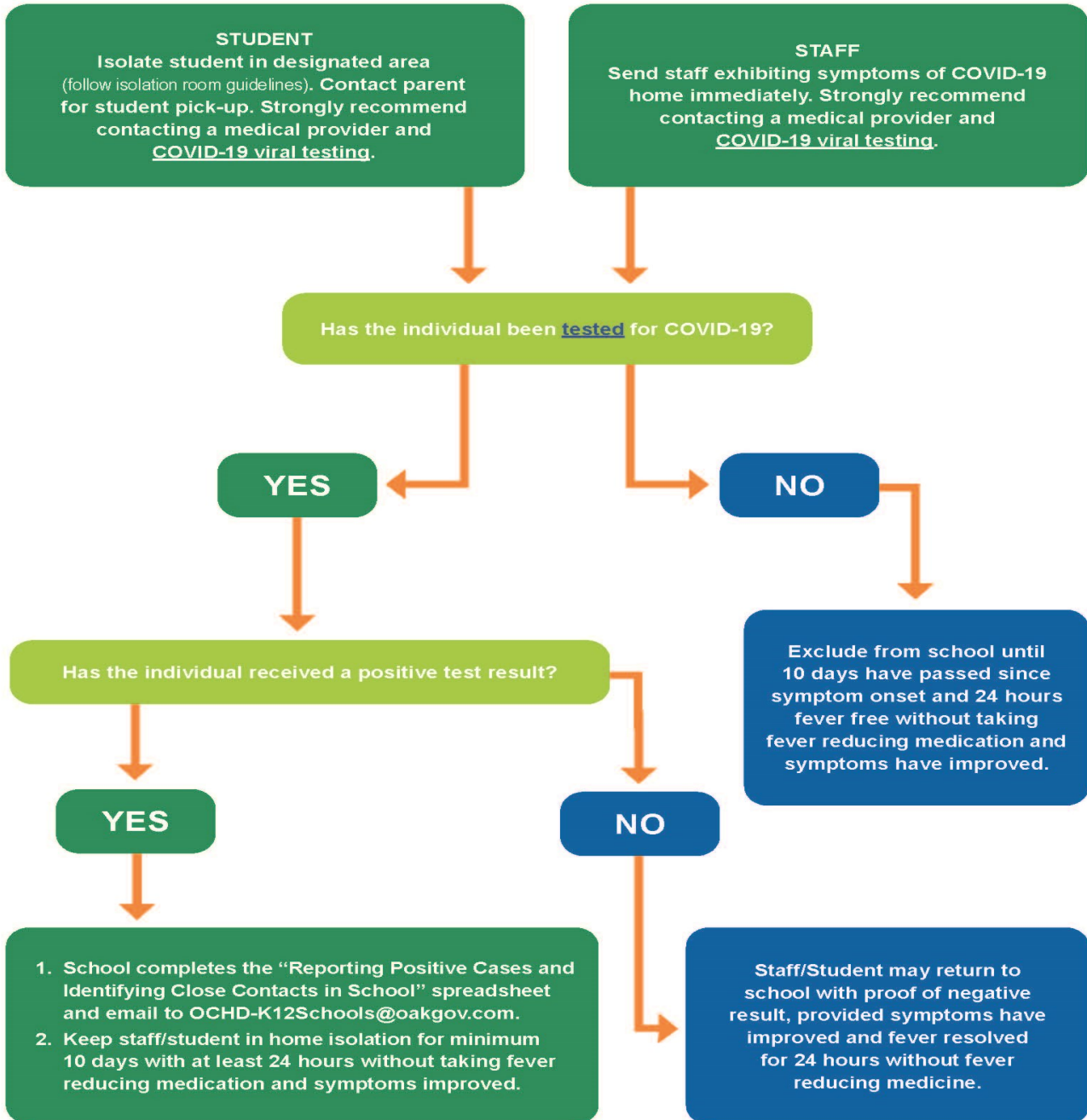
ROCHESTER
COMMUNITY SCHOOLS

PRIDE IN EXCELLENCE



The quarantine period may be reduced from fourteen (14) days to ten (10) days if the below requirements are followed by the exposed individual:

- The individual does not develop symptoms or show clinical evidence of COVID-19 infection during daily symptom monitoring for the 10 days after last exposure; and;
- Daily symptom monitoring continues through day 14 after the last exposure.



*CDC lists COVID19 symptoms as: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>. Consider pre-existing conditions that may cause similar symptoms, such as asthma, allergies, etc.