



LEON COUNTY SCHOOLS

Quick Reference Guide

Visit www.LeonSchools.net/ReOpenLeon for more information.

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Visit www.LeonSchools.net/ReOpenLeon for more information.

Leon County Schools Call Center



We have set up a call center for all of your back-to-school questions.

**For Transportation
(Bus)
Questions Call:**

487-7250

Monday - Friday
6 a.m. - 6 p.m.



**For Technology Support
and Digital Academy
Questions Call:**

487-7260

Monday - Friday
7 a.m. - 7 p.m.

Saturday - Sunday, August 29 & 30
1 p.m. - 7 p.m.

Saturday - Sunday, September 5 & 6
1 p.m. - 7 p.m.

**For All Other Questions
Call the
After Hours Hotline:**

617-5944

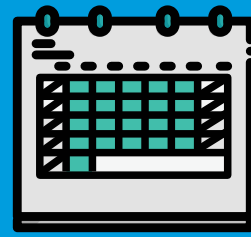
Monday - Friday
2 p.m. - 7 p.m.



The District Security Center is available 24rs at 922-KIDS (5437)

Visit www.LeonSchools.net/ReOpenLeon for more information.

Digital Academy 101



All students in their school-based Digital Academy participate in online learning Monday-Friday alongside the Leon County School calendar and school day or bell schedule.



Students commit to being digitally present in their class (es) for the duration of a school day. The student follows the school's schedule, not their own or a family's schedule.



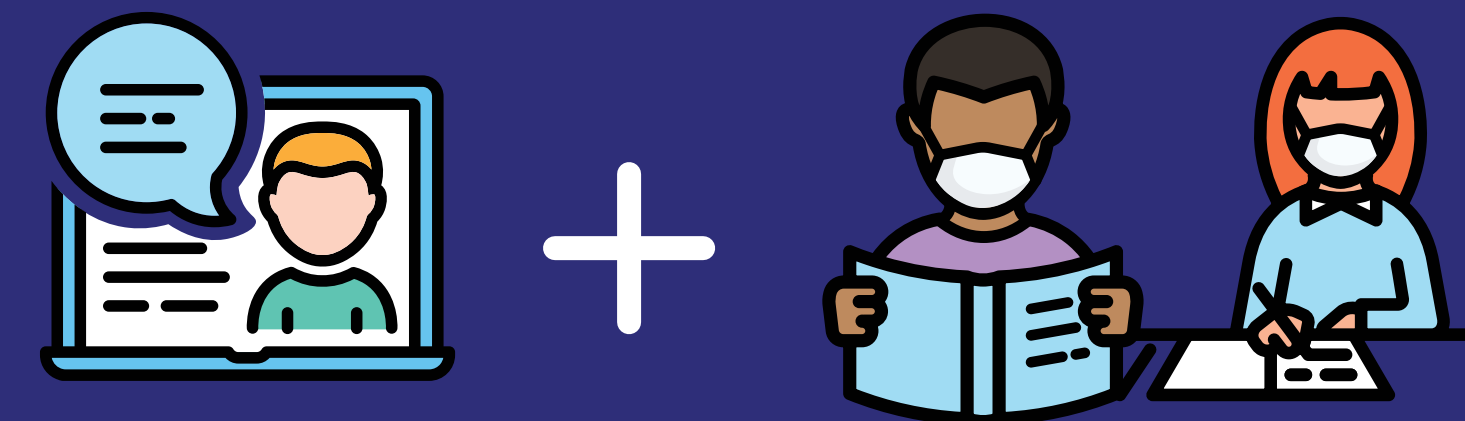
There will be no paper packets for the Digital Academy.

Stand Alone Digital Academy Class



Students are in a stand-alone class of all Digital Academy students / distance learners.

Hybrid Digital Academy Class



A blended class of Digital Academy students and in-person students.

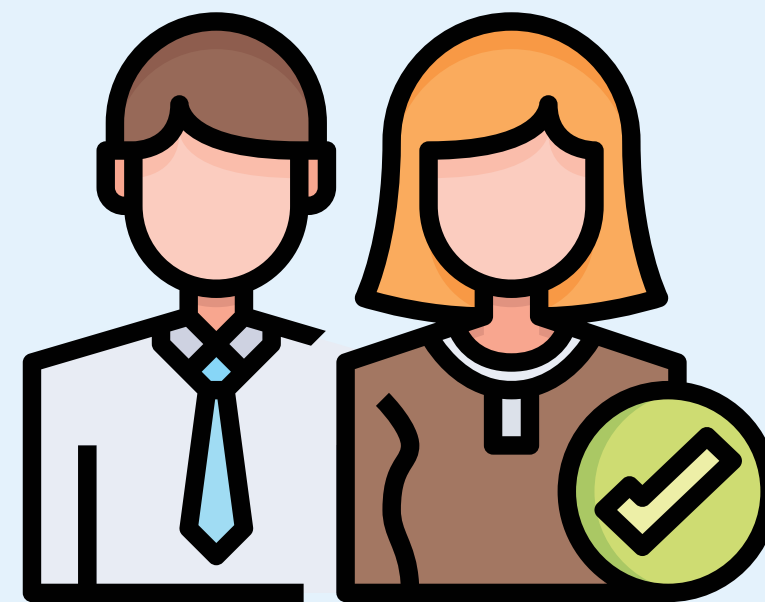
The Parent Academy – A Parent’s Role for Online Learning



The support and encouragement of a parent can be critical to student success.



Parents are expected to be engaged with their child(ren’s) education but are not expected to serve as the child(ren’s) primary teacher of the academic curriculum.



Parents serve as learning coaches and provide assistance by:

- Establishing a quiet, designated workspace.
- Providing support and encouragement, while also expecting the student to do his or her part.
- Ensuring the student logs in each day and participates in class.
- Monitors that the student is on track with assignments and coursework.
- Maintains communication with the teacher by phone, email, and/or online meetings.

Student Academy



Students will participate in online learning Monday-Friday in alignment with the Leon County School calendar and school day.



Each day, students will have periods of daily, live instruction with certified teachers as well as periods of self-paced, independent learning.



Students will login to Canvas through ClassLink to access instructional resources, assignments, and assessments.



A daily schedule will be provided to online students that they will be expected to follow.



Students are encouraged to have a designated area for schoolwork and to have a calendar / planner for keeping track of assignments and assessments.

Parent & Family Preparedness – A Safe Start Begins with YOU

Whether it's starting a new school year, or each school day,
a Safe Start begins with YOU.

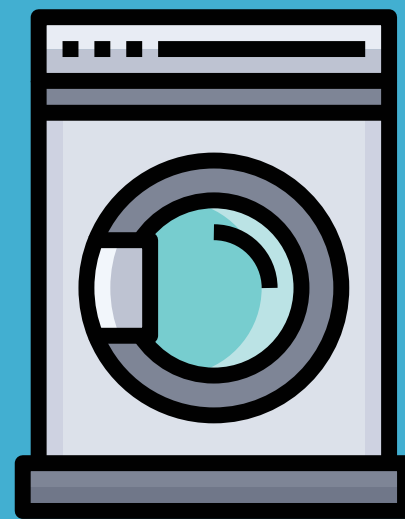
Parents must ensure they DO NOT send a child to a school campus if their child has COVID-19 symptoms or is lab confirmed with COVID-19.

If a student or a family member has had a positive COVID-19 test or exposure, they must call the school administrator (see COVID-19 Testing and Reporting protocol).

Practice proper mask wearing at home and when visiting public, indoor spaces.



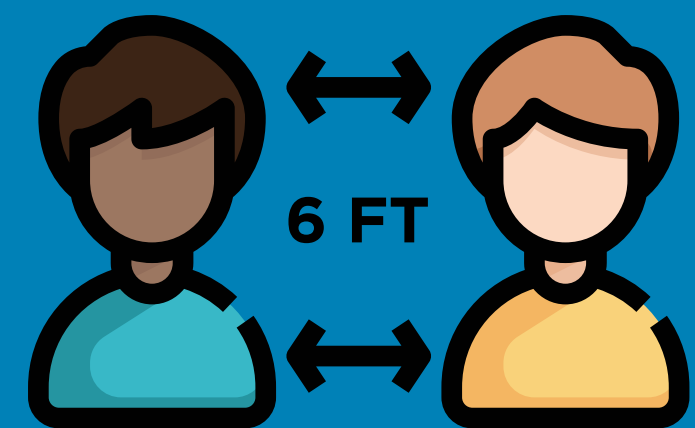
Wash cloth masks regularly.



Make frequent and thorough hand washing a daily habit.

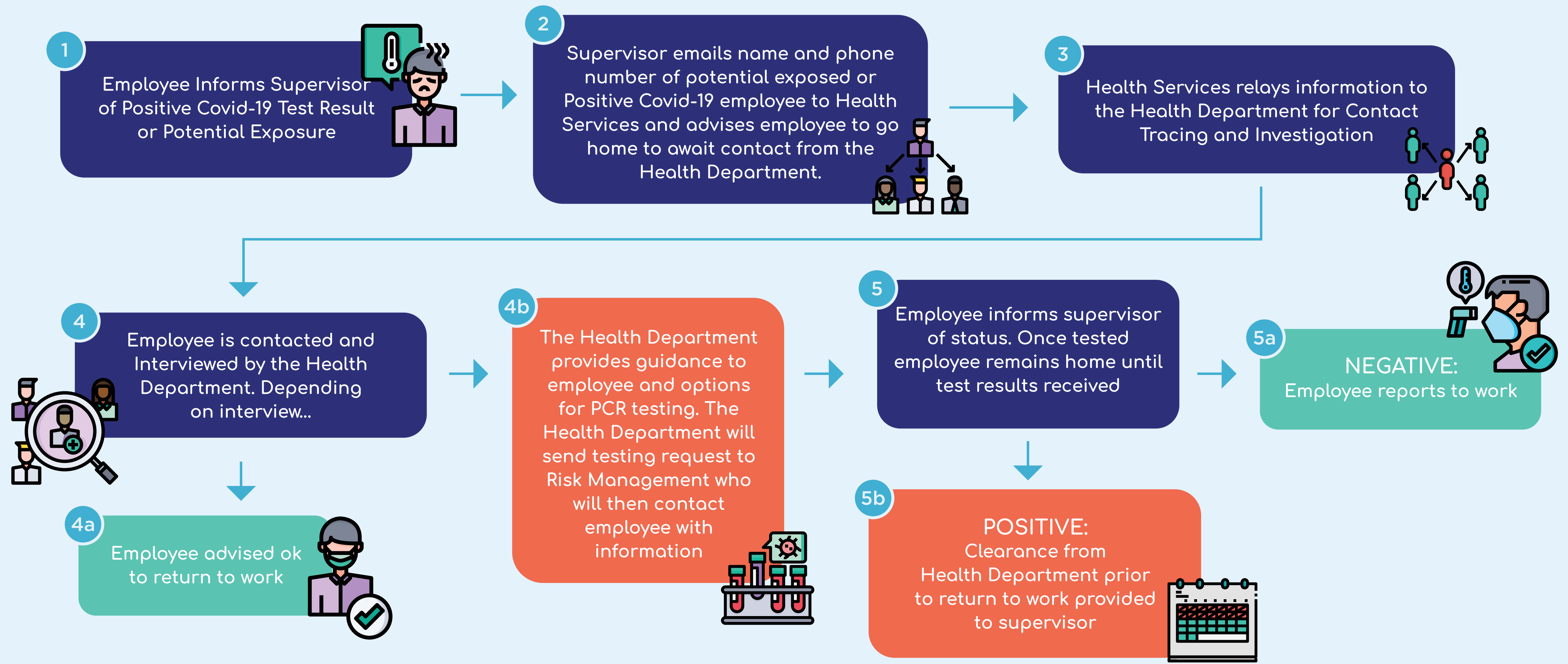


Practice what 6 feet of distancing looks like.

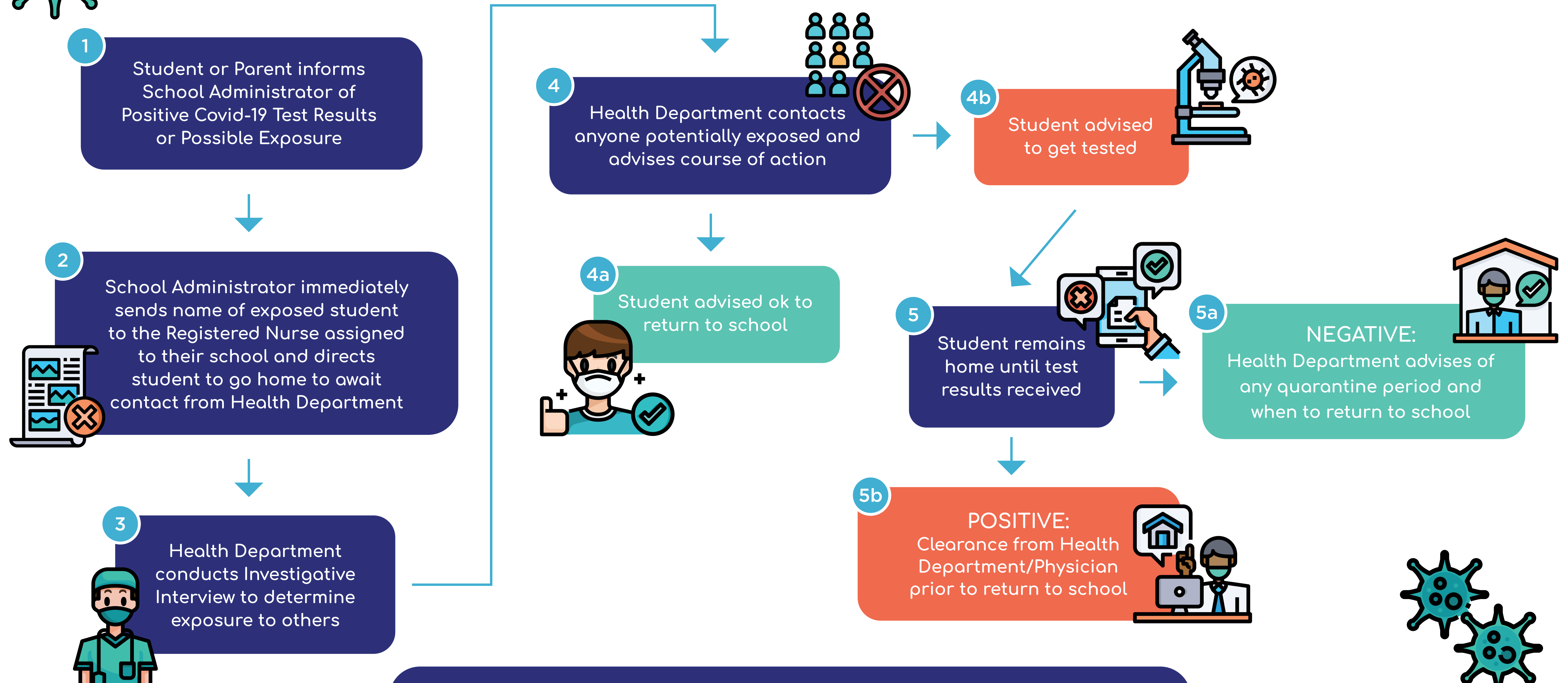
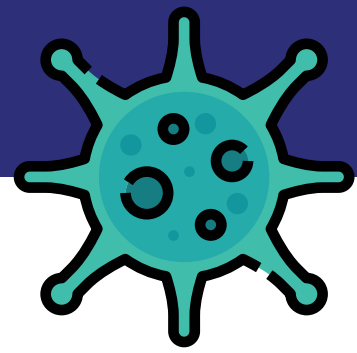


Visit www.LeonSchools.net/ReOpenLeon for more information.

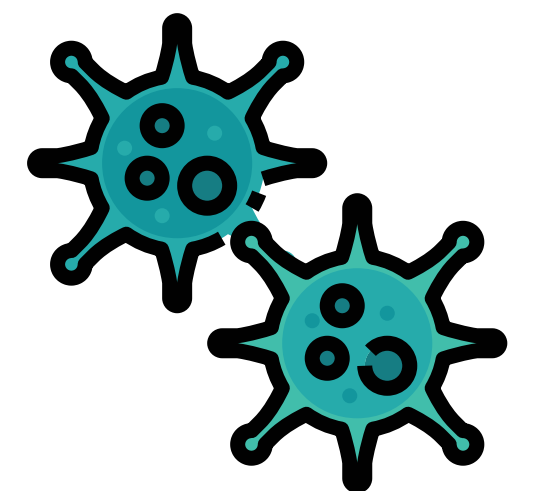
COVID-19 Reporting And Testing Protocol For Employees



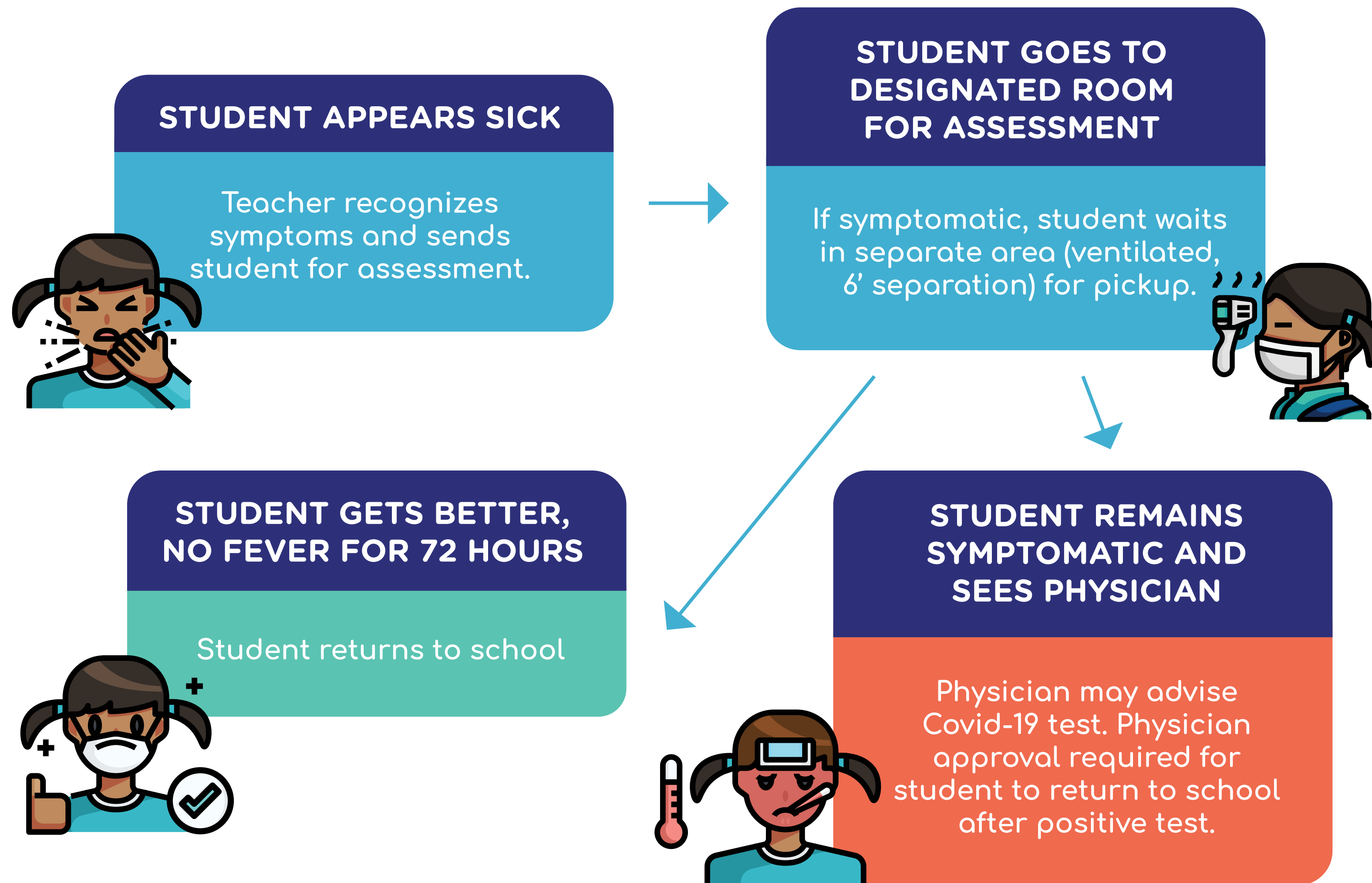
COVID-19 Reporting And Testing Protocol For Students



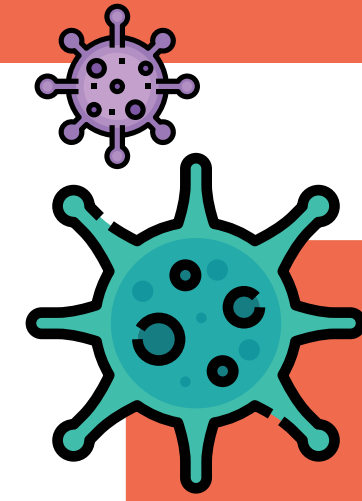
The above is subject to change based on release of new CDC Guidelines



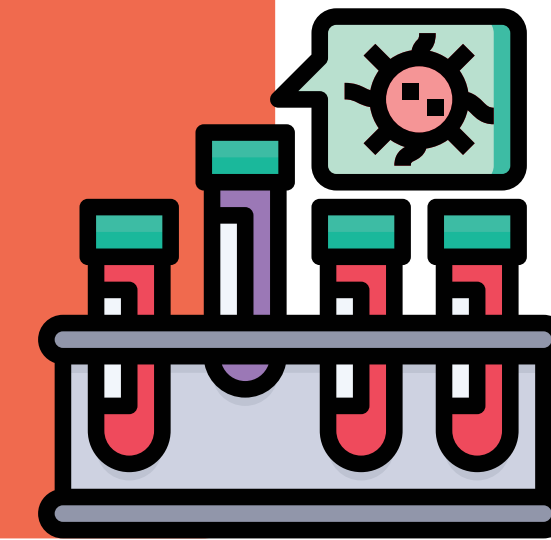
Protocol for Student Sickiness



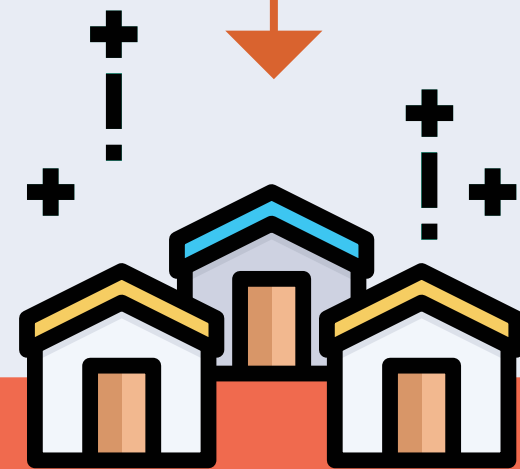
COVID-19 POSITIVE TEST SCHOOL PROTOCOL



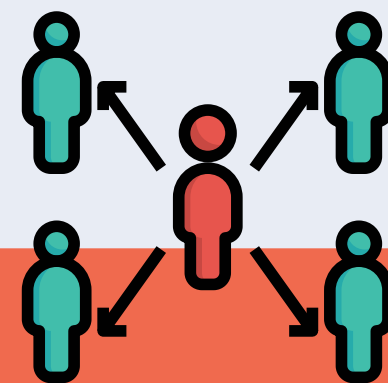
Any staff or student that has a lab confirmed positive case of Covid-19 are required to **stay home for up to 14 days** and will only be allowed to return to campus with clearance from the Leon County Health Department or a physician.



When a positive case is identified:



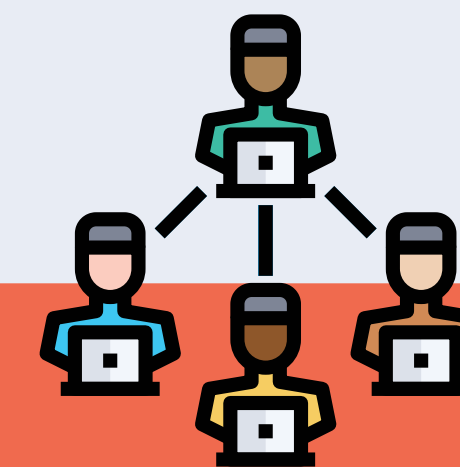
The individual will be sent home, or required to stay home and await further instructions from the Leon County Health Department



The Leon County Health Department will be notified and begin contact tracing



The LCS Clean Strike team will deploy to the location



The Covid Response Team will meet to determine if any changes to school operations should be enacted



The school community will be notified via email about a positive case on their campus

Masks



MASKS ARE REQUIRED

Masks are required by students and staff on buses, during transitions, and whenever 6 feet of social distancing is not possible.



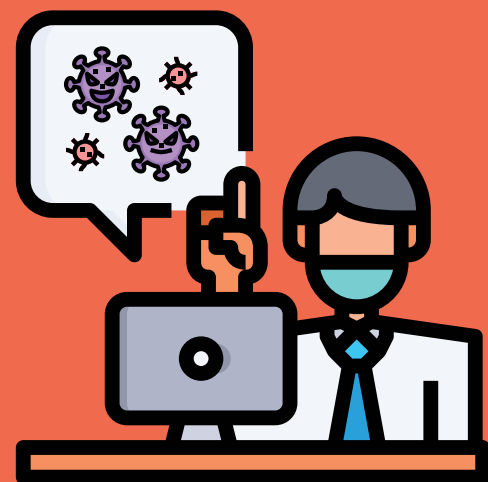
ALLOWABLE MASKS

Allowable face coverings include cloth masks with ear loops or ties, or medical-grade masks such as surgical face masks and N95 respirators. All masks must go over the nose and mouth.



ADDITIONAL BARRIERS

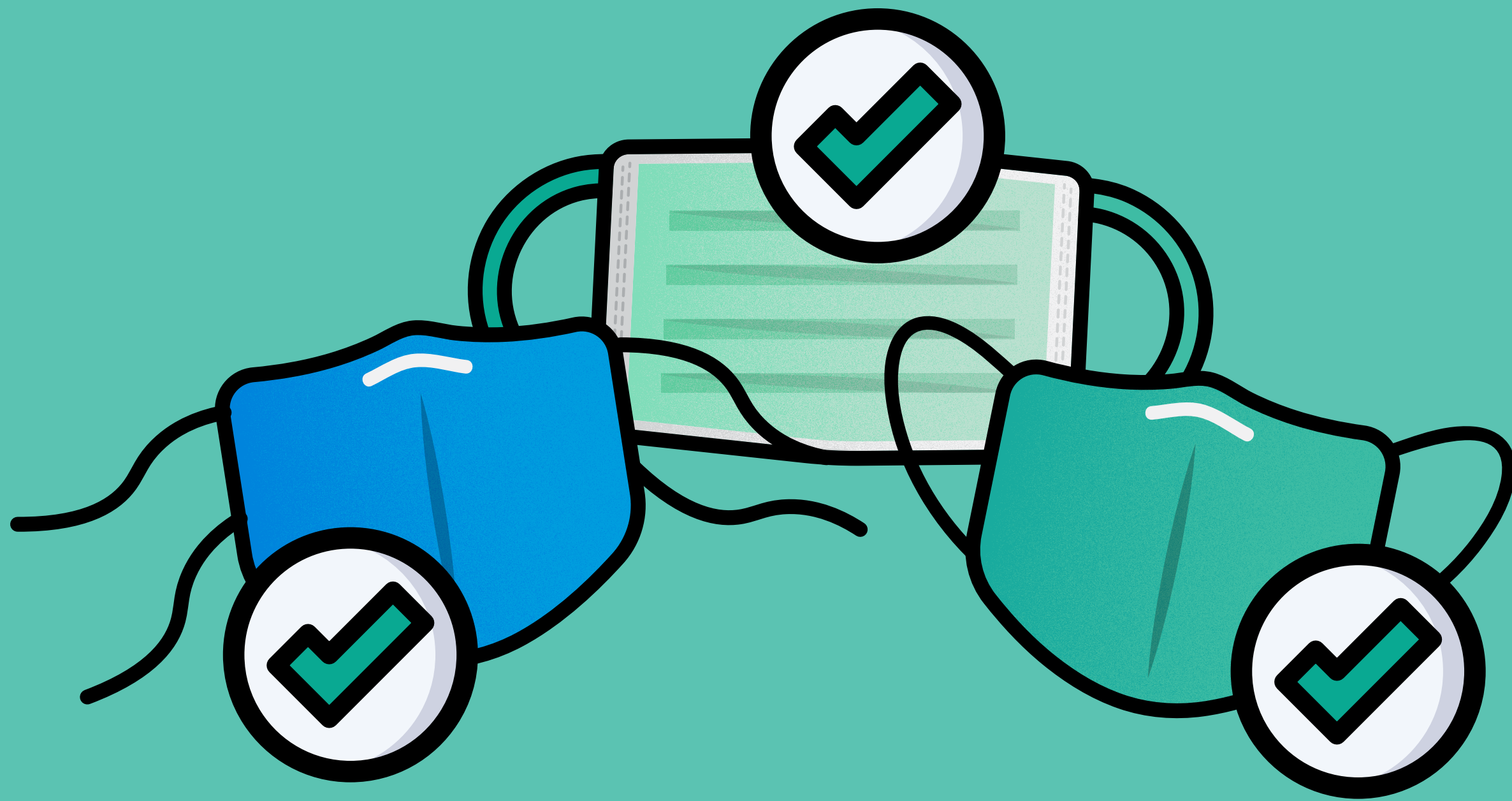
Full-face shields are not a replacement for face masks, but can be used as an additional barrier.



STUDENTS WHO FAIL TO COMPLY

Students who fail to comply will participate in progressive discipline beginning with counseling and proceeding to additional consequences as necessary. Continued noncompliance of face coverings could result in the student's removal from in-person enrollment and being moved to the Digital Academy.

Allowable Face Coverings/Masks



ALLOWABLE MASKS

Cloth masks with ear loops or ties, or medical-grade masks such as surgical face masks and N95 respirators.



NOT ALLOWED

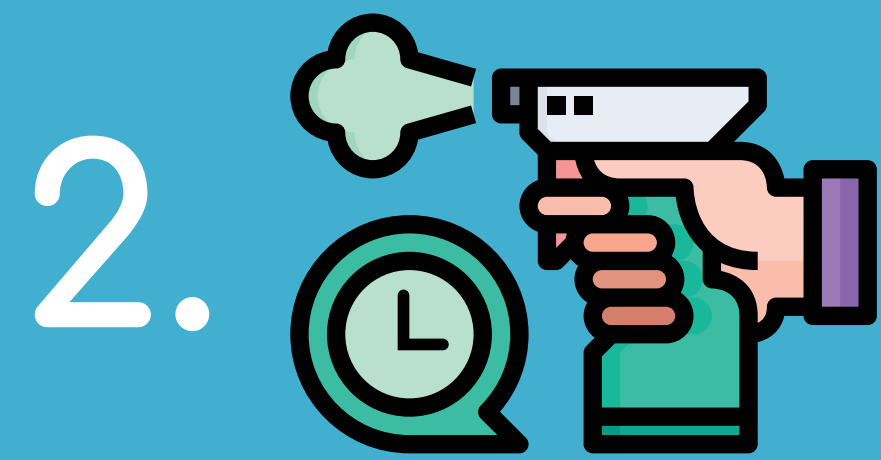
Any mask that incorporates a valve that is designed to facilitate easy exhaling, mesh masks, or masks with openings, holes, visible gaps in the design or material, neck gaiters, bandannas, scarves, or vents are not sufficient face coverings because they allow droplets to be released from the mask.

Cleaning & Hygiene



BOX OF CLEANING SUPPLIES

Each teacher will receive a box of cleaning supplies including gloves and masks.



CUSTODIAL SERVICES INCREASED

Custodial services will be increased throughout campus including the restrooms.



CLEANING TOGETHER

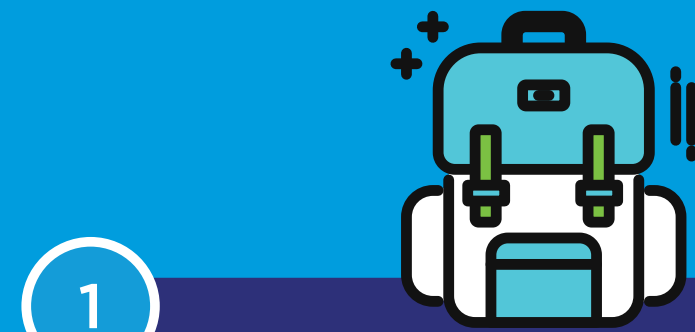
Teachers will work with their students in their classrooms to help wipe down desks, door knobs and other hard surfaces periodically throughout the day.



LCS CLEAN STRIKE TEAM

When there is a positive case identified, the LCS Clean Strike team will respond to disinfect the area.

Back-to-School Checklist



1

Is your student registered for school?



2

Is your student registered for In-Person or the school-based Digital Academy?



3

Have you located your student's class schedule on FOCUS?

4

Make sure your student's vaccinations are up-to-date. Regardless if they are going to school in-person or online, immunization is a state requirement.



5

Locate bus schedules and bus stops by visiting <https://bit.ly/3gZjMrB>



6

Make sure your student has an appropriate face covering / mask for the bus and school.



7

Does your student have a Canvas-compatible device?



8

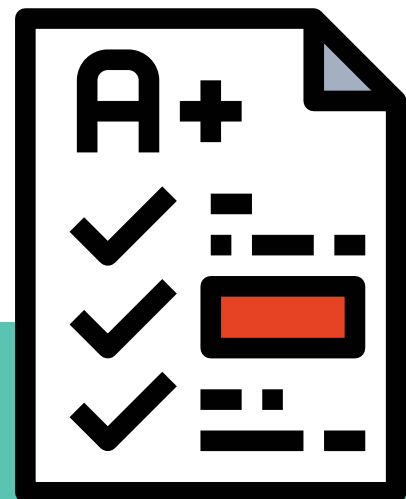
Review the Student Code of Conduct.

Please contact your school with back-to-school questions and to receive the most up-to-date information.

For information on Safe Start guidelines and procedures, visit www.leonschools.net/reopenleon

Attendance and Grading

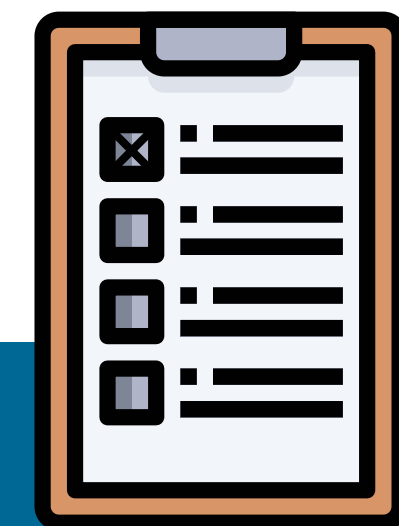
STUDENTS WILL BE ASSESSED ON THEIR MASTERY OF THE APPROPRIATE FLORIDA STANDARDS, REGARDLESS OF WHETHER THEY ARE LEARNING ON CAMPUS OR ONLINE (SCHOOL-BASED DIGITAL ACADEMY).



Grading policies for online instruction will be consistent with the grading policies for on-campus assignments.



Students enrolled in the school-based Digital Academy learning model will be required to attend online classes each day, Monday-Friday following the school bell schedule.



A student who is not present in an online class or not participating in an approved school activity will be counted absent and will not be recorded in attendance on that day.

THIS FALL, EVERY LEON COUNTY SCHOOL STUDENT, K-12, WILL BE RECEIVING A BRAND NEW CHROMEBOOK REGARDLESS OF WHETHER OR NOT THEY ARE ENROLLED IN THEIR SCHOOL'S DIGITAL ACADEMY.

- * Until they arrive, please contact your school to let them know if you have a device that your student can use temporarily, or to let them know of your device needs.
- ** If your student(s) needs high-speed Internet, please contact your school to let them know.



Exceptional Student Education (ESE)

All related services such as speech, language therapy, occupational therapy, physical therapy, assistive technology, adaptive PE, behavioral support, and counseling will be **delivered via enrollment option chosen for academic instruction (either face to face or stay-at-home).**

Accommodations will be provided according to a student's individual needs.



Precautions will be taken to minimize the spread of the virus.

Mitigation steps will be made individually, considering the needs of the student and the structure of the space. Solutions include:

- Use of face coverings or face shields among students and staff
- Social distancing and physical barriers of workstations
- Hygiene procedures



We recognize that some of our students may not be able to tolerate wearing a mask. We also recognize that some of our students may have a difficult time adjusting to new routines due to altered instructional practices and classroom routines/settings related to COVID safety practices. The IEP team will work with students and families to assist in desensitizing students in their wearing masks and adjusting to their new routines.

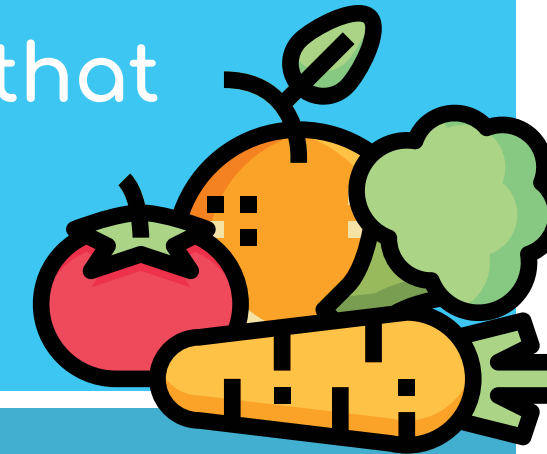
Students will not be denied ESE services if they cannot tolerate wearing a mask due to their disability or medical condition.

In order to assist your child in getting ready to wear a mask and in understanding changes in routine due to COVID-19, visit www.LeonSchools.net/ESE for tips and resources.

Nutrition Services

In-Person Students

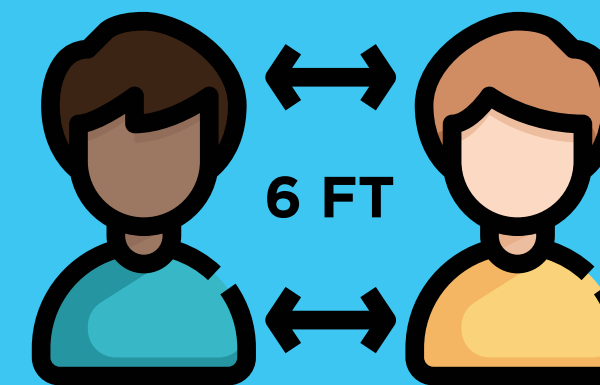
Students will participate in breakfast and lunch service in a manner that complies with social distancing and masking requirements. Service location will depend on each campus space and student numbers.



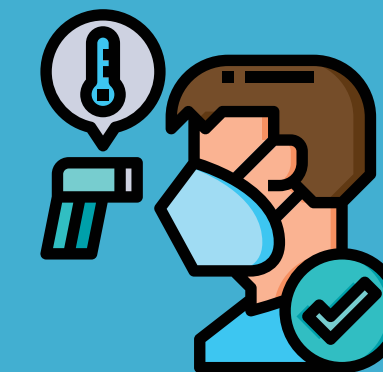
Face coverings may be removed for the consumption of food and beverages during breakfast and lunch. Face coverings will be placed back on when food consumption is complete.



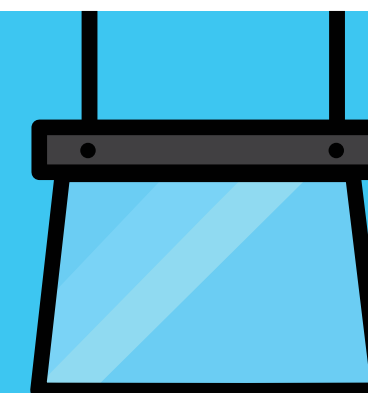
Cafeteria seating will be assigned and limited to adhere to recommended CDC physical distancing guidelines.



Food service staff will have their temperature verified daily and wear face coverings and gloves during food preparation and service.



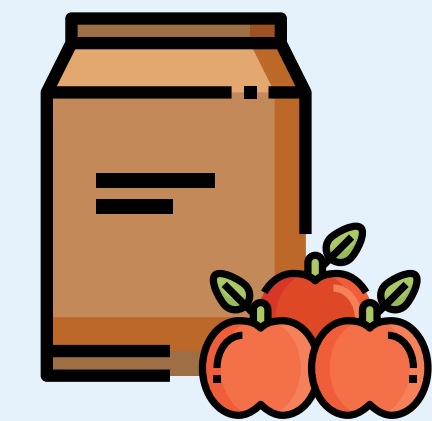
Plexiglass shields will be installed at each cashier area where social distancing is not possible.



Digital Academy Students

Grab-n-Go meals will be provided at the school where they are enrolled, served curbside.

Student ID's or verification of enrollment will be required for meal pick up.



Visit www.LeonSchools.net/ReOpenLeon for more information.



Mental Wellness Support for In-Person and Digital Academy Students



District personnel include the school counselor, school psychologist, school social worker and behavioral specialists. DISC Village New Horizons program is located on many campuses. **HEALTH AND WELLNESS SPECIALISTS ARE AVAILABLE FOR BOTH INDIVIDUAL AND GROUP SESSIONS AND INDIVIDUAL VIRTUAL SESSIONS.** Students can access these services at no cost.

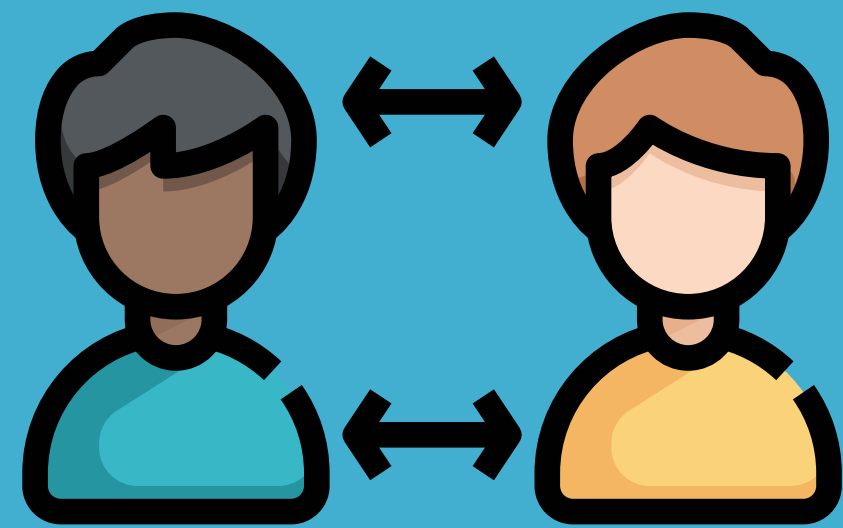


School Based Healthcare Solutions Network, Inc. is collaborating with Leon County Schools to provide both face to face as well as tele-health counseling services during the regular academic school year. **A LICENSED MENTAL HEALTH COUNSELOR WILL BE LOCATED ON NUMEROUS CAMPUSES EVERY DAY TO PROVIDE BOTH INDIVIDUAL AND GROUP COUNSELING AND INDIVIDUAL VIRTUAL SESSIONS** at no cost.

Transportation



Everyone who rides on a LCS bus will be required to wear a mask, including the driver and bus aide.



Spacing and social distancing will be determined by the total number of students who ride the bus. We are asking that any parent capable of driving their student to and from school to please do so.

Visit www.LeonSchools.net/ReOpenLeon for more information.



We are regularly updating our protocols and instruction to stay up-to-date with CDC guidelines.

Visit www.LeonSchools.net/ReOpenLeon for the most recent and up-to-date information.

