Attendance, Health, & Hygiene
- Parents are expected to conduct a daily wellness check of their child(ren) in accordance to the COVID-19 Health Checklist. This checklist will be provided by the district. If your child is not feeling well for ANY reason, he/she will be sent home.
- Increased hand washing will be required of students throughout the school day, and hand sanitizer will be available throughout the building.
- Before attending in person, ALL students must present documentation of up-to-date immunization status, including month, day, and year of each immunization. There will be no exemptions made unless your child has a medical exemption from a physician, or a religious exemption from the health department. These exemptions must be on file before the first day of school. Please contact Nurse Elissa Lea 314.544.1300 Ext. 109

Academics & Curriculum
- Students will be taught core classes by their homeroom teacher in their classroom with reduced class sizes to accommodate social distancing. Typical class sizes have been reduced to meet social distancing requirements.
- Students with IEPs and 504 Plans will receive services, accommodations, and/or modifications as identified in their plan.
- Students will participate in Encore classes including PE, Library, Art, Music, Technology Innovations, and Band.
- PE will be taught outside as much as possible.
- Students will have limited movement throughout the school day, and practice social distancing while moving throughout the school.

Breakfast:
Students will have breakfast provided and eat in their individual classrooms when they arrive at school.

Lunch:
Students will eat lunches in their classroom.

Recess:
Students may use the playground equipment, which will be sanitized daily. Students may use the blacktop with social distance expectations. In the event of inclement weather, indoor recess will take place in individual classrooms.

Arrival:
Students will be allowed to enter the building at 7:55 AM. Car riders must remain in their vehicles until doors open. Students will report to their classrooms upon arrival and be greeted by their teacher.

Dismissal:
Students will dismiss straight from their classrooms at 3:05 PM. The school will be using a new app called School Pass to help dismiss students. More information about School Pass will be shared before the start of the school year.

Cleaning:
There will be building wide intensive fogging and sanitizing taking place daily, using EPA approved disinfectants. High traffic areas will experience increased cleaning and sanitizing throughout the day.

Parents, Volunteers, & Visitors:
NO parents, volunteers, or visitors will be permitted into the buildings until further notice.

Students will be taught core classes by their homeroom teacher in their classroom with reduced class sizes to accommodate social distancing. Typical class sizes have been reduced to meet social distancing requirements.

First Day of School
AUGUST 24, 2020

Cocurricular/Extracurricular Activities
Rooster Reading will be available with appropriate social distancing for students in grades 1–5. Rooster Reading will begin at 7:00AM, registration is required, and enrollment will be limited.

Girls On The Run will be offered as usual with outdoor practices and appropriate social distancing.

Fall After School Tutoring will continue as planned with appropriate social distancing in small groups.

Transportation
- Parents are encouraged to allow their child to walk to/from school, or provide their own transportation.
- All local bus routes are less than 15 minutes.
- Bus transportation will be available similar to prior years.
- If riding a bus, ALL students must wear a mask.
- Students must fill seats from back to front, and will be assigned seats.

Masks
- Until further notice, ALL adults and students in grades 4 and up will be required to wear face shields or masks.
- Students must provide their own face covering.

Questions? Please Contact:
Building Principal
Dr. Jill Wright
jwright@hancock.k12.mo.us
314.544.1300 Ext. 409

Community Support & Outreach
- Guidance counselors will provide classroom presentations, small group, and individualized counseling.
- Therapeutic support will continue to be available through The Children’s Service Fund and will be coordinated through the guidance counselors.
- The Hancock Place free medical clinic is open and available to all residents in 63125. Schedule appointments by calling 314.544.1300 Ext. 189.
- TeleHealth counseling services will continue to be available at no cost to families.
- The district crisis counselor is available to provide support in your home if needed (srischbieter@hancock.k12.mo.us).
Academics & Curriculum

Student Expectations:
- Students will be required to complete daily video lessons in Reading, Writing, and Math. Students will also complete a minimum of 15 minutes a day of ST Math and 15 minutes of Reflex Math. Students will choose one Encore class (Art, Music, or PE) to participate in each quarter. Character Education/Leader In Me lessons will be shared regularly.
- Science and Social Studies will be incorporated into Reading and Writing for grades K–2, and will have additional lessons for grades 3–5.
- Students are expected to engage in a minimum of 2–2.5 hours of screen time daily. Additional independent practice, question and answer, and assessment will be required.

IEP/504:
- Students with IEPs and 504 Plans will receive services, accommodations, and/or modifications as identified in their plan.

Instruction and Assessment Platform:
- Lessons will be accessed through Canvas, which is the district’s new learning management system, for all elementary grades.
- Students will watch the live broadcast, or if not able to do so, will watch the recording at a later time.

Parent Expectations:
- Parents will review child(ren)’s work completion and progress daily through Canvas.
- Parents will be required to maintain weekly contact with the student’s assigned teacher.

Grades:
- Grades will be assigned in a traditional format, which will be reflected on progress reports and quarterly report cards.
- Grades will be reflective of student performance and mastery of assigned grade level material.

Programming

Assessments:
Parents will be responsible to coordinate necessary assessments to be administered to their child(ren) online (i.e. reading assessments and screenings).

All students will be required to participate in all local and state assessments.

Work Completion:
Students will be expected to keep up with the classwork, submit assignments on time, and communicate with the teacher frequently. Students will participate in regular class assessments and performance will be graded.

Change of Placement:
Students will be given an opportunity to transfer to an in-person educational program within the first ten days of the start of the school year, at the end of each quarter, or with approval from the building principal.

Schedule:
Online classes will follow the district calendar. The first day of school is August 24, 2020.

Cocurricular/Extracurricular Activities

Hancock Place School District students that are enrolled in online coursework and maintain eligibility, may participate in cocurricular or extracurricular activities.

Community Support & Outreach

- Guidance counselors will provide classroom presentations, small group, and individualized counseling.
- Therapeutic support will continue to be available through The Children’s Service Fund and will be coordinated through the guidance counselors.
- The Hancock Place free medical clinic is open and available to all residents in 63125. Schedule appointments by calling 314. 544.1300 Ext. 189.
- TeleHealth counseling services will continue to be available at no cost to families.
- The district crisis counselor is available to provide support in your home if needed (srischbieter@hancock.k12.mo.us).
Hancock Place Middle School
At School (Face to Face) REOPENING PLAN

Academics & Curriculum

- Students will remain in one classroom. Teachers for core classes and Intervention and Enrichment will rotate to each room.
- Students with IEPs and 504 Plans will receive services, accommodations, and/or modification as identified in their plan.
- Students will practice social distancing while moving through the hallways.
- Students will participate in PE and elective classes, which include Art, Choir, Band, App Creator, Spanish, and Design & Modeling.
- PE will be taught outside as much as possible.

Attendance, Health, & Hygiene

- Parents are expected to conduct a daily wellness check of their child(ren) in accordance to the COVID-19 Health Checklist. This checklist will be provided by the district. If your child is not feeling well for ANY reason, he/she will be sent home.
- Increased hand washing will be required of students throughout the school day, and hand sanitizer will be available throughout the building.
- Before attending in person, ALL students must present documentation of up-to-date immunization status, including month, day, and year of each immunization. There will be no exemptions made unless your child has a medical exemption from a physician, or a religious exemption from the health department. These exemptions must be on file before the first day of school. Please contact Nurse Molly Leach 314.544.1300 Ext. 538

Daily Procedures

Breakfast:
Students will have breakfast provided as they arrive on their way to their first hour class.

Lunch:
Student lunches will be planned with appropriate social distancing and a reduced number of students. Students will eat in either the cafeteria, band/music room, or available classrooms.

Arrival:
Students will be allowed to enter the building at 7:25 AM. Students will report directly to their first hour classroom.

Dismissal:
Students will dismiss straight from their last hour classrooms at 2:40 PM. Walkers will be the first to dismiss, then bus riders, followed by car riders. Students must exit through the middle school doors. Middle School students will not be permitted to walk through Hancock Place High School.

After School Supper Program:
Students staying after school for tutoring, sports, restorative practices, and club meetings will be able to pick up a “grab and go” meal. Students will eat it in the area where they are meeting with their teacher, coach, or sponsor.

Cleaning:
There will be building wide intensive fogging and sanitizing taking place daily, using EPA approved disinfectants. High traffic areas will experience increased cleaning and sanitizing throughout the day.

Parents, Volunteers & Visitors:
NO parents, volunteers, or visitors will be permitted into the buildings until further notice.

Masks
- Until further notice, ALL adults and students in grades 4 and up will be required to wear face shields or masks.
- Students must provide their own face covering.

Transportation
- Parents are encouraged to allow their child to walk to/from school, or provide their own transportation.
- All local bus routes are less than 15 minutes.
- Bus transportation will be available similar to prior years.
- If riding a bus, ALL students must wear a mask.
- Students must fill seats from back to front, and will be assigned seats.

Cocurricular/Extracurricular Activities
- All cocurricular and extracurricular activities will be conducted using social distancing guidelines.
- Athletic programs and indoor sports will conform to Saint Louis County Department of Health recommendations and best practices.

Community Support & Outreach
- Guidance counselors will provide classroom presentations, small group, and individualized counseling.
- Therapeutic support will continue to be available through The Children’s Service Fund and will be coordinated through the guidance counselors.
- The Hancock Place free medical clinic is open and available to all residents in 63125. Schedule appointments by calling 314.544.1300 Ext. 189.
- TeleHealth counseling services will continue to be available at no cost to families.
- The district crisis counselor is available to provide support in your home if needed (srischbieter@hancock.k12.mo.us).

Questions? Please Contact:
Building Principal
Dr. Thomas Dittrich Jr.
tdittrich@hancock.k12.mo.us
314.544.1300 Ext. 501
At Home (Online) REOPENING PLAN

Student Expectations:
- Students are expected to engage in a minimum of 2.5–3 hours of screen time daily, with additional independent practice and question and answer time.
- All students will be enrolled in the online Edgenuity program.
- Students will be required to enroll in Math, ELA, Science, Social Studies, PE, and one elective.

Instruction and Assessment Platform:
- Content instruction, and assessment will be provided through Edgenuity, which will provide video content and lessons.
- Hancock Place School District’s highly qualified and certified teachers will be directly assigned to monitor student progress and answer questions.

IEP/504:
- Students with IEPs and 504 Plans will receive services, accommodations, and/or modifications as identified in their plan.

Parent Expectations:
- Parents must review the weekly Edgenuity update that will be sent via email.
- Parents will contact Hancock teachers with academic questions or concerns.
- Parents will ensure that their child(ren) complete daily online work for 2.5–3 hours as expected.

Grades:
- Grades will be determined by progress through Edgenuity. Students will receive pass or fail grades for each course.
- Progress reports and quarterly report cards will be distributed.

Instruction and Assessment Platform:
- Content instruction, and assessment will be provided through Edgenuity, which will provide video content and lessons.
- Hancock Place School District’s highly qualified and certified teachers will be directly assigned to monitor student progress and answer questions.

IEP/504:
- Students with IEPs and 504 Plans will receive services, accommodations, and/or modifications as identified in their plan.

Parent Expectations:
- Parents must review the weekly Edgenuity update that will be sent via email.
- Parents will contact Hancock teachers with academic questions or concerns.
- Parents will ensure that their child(ren) complete daily online work for 2.5–3 hours as expected.

Grades:
- Grades will be determined by progress through Edgenuity. Students will receive pass or fail grades for each course.
- Progress reports and quarterly report cards will be distributed.

Technology
- Chromebooks will be provided by the district to students.
- Parents and students will be responsible for the care of the technology.
- All students must have home internet access. Please contact the district if you do not have WiFi in your home (mdirksen@hancock.k12.mo.us).

Cocurricular/Extracurricular Activities
Hancock Place School District students that are enrolled in online coursework and maintain eligibility, may participate in cocurricular or extracurricular activities.

Questions? Please Contact:
Building Principal
Dr. Thomas Dittrich Jr.
tdittrich@hancock.k12.mo.us
314.544.1300 Ext. 501

Community Support & Outreach
- Guidance counselors will provide classroom presentations, small group, and individualized counseling.
- Therapeutic support will continue to be available through The Children’s Service Fund and will be coordinated through the guidance counselors.
- The Hancock Place free medical clinic is open and available to all residents in 63125. Schedule appointments by calling 314.544.1300 Ext. 189.
- TeleHealth counseling services will continue to be available at no cost to families.
- The district crisis counselor is available to provide support in your home if needed (srischbieter@hancock.k12.mo.us).
**Attendance, Health, & Hygiene**
- Parents are expected to conduct a daily wellness check of their child(ren) in accordance to the COVID-19 Health Checklist. This checklist will be provided by the district. If your child is not feeling well for ANY reason, he/she will be sent home.
- Increased hand washing will be required of students throughout the school day, and hand sanitizer will be available throughout the building.
- Before attending in person, ALL students must present documentation of up-to-date immunization status, including month, day, and year of each immunization. There will be no exemptions made unless your child has a medical exemption from a physician or a religious exemption from the health department. These exemptions must be on file before the first day of school. Please contact Nurse Molly Leach 314.544.1300 Ext. 538

**Masks**
- Until further notice, ALL adults and students in grades 4 and up will be required to wear face shields or masks.
- Students must provide their own face covering.

**Transportation**
- Parents are encouraged to allow their child to walk to/from school, or provide their own transportation.
- All local bus routes are less than 15 minutes.
- Bus transportation will be available similar to prior years.
- If riding a bus, ALL students must wear a mask.
- Students must fill seats from back to front, and will be assigned seats.

**Academics & Curriculum**
- Students will participate in a full schedule of classes arranged for social distancing.
- Students with IEPs and 504 Plans will receive services, accommodations, and/or modifications as identified in their plan.
- Students will practice social distancing while moving through the hallways to their classes.
- PE will be taught outside as much as possible.

**Daily Procedures**

**Breakfast:**
Bus riders will pick up a “grab and go” meal in the cafe and will take it to their 1st period class to eat. Car riders, drivers, and walkers will pick up a “grab and go” meal in the foyer, and will take it to their first period class to eat.

**Lunch:**
To maintain social distancing students will be assigned an area to eat and meals will be waiting for them there. Lunch will be served in the cafeteria, dome, library, and lower gym (fishbowl). There will be no additional traveling during lunch.

**Arrival:**
Students will be allowed in the building beginning at 7:25AM and must go directly to their first period class. Bus riders will enter from the Middle School entrance and go through the cafeteria. Car riders, drivers, and walkers will enter ONLY through the main entrance.

**Dismissal:**
Students will dismiss from their classrooms at 2:40PM. Bus riders will exit through the cafeteria and will not be permitted to walk through the Middle School building. Car riders, drivers, and walkers will exit from the high school building.

**After School Supper Program:**
Students staying after school for tutoring, sports, restorative practices, and club meetings will be able to pick up a “grab and go” meal. Students will eat it in the area where they are meeting with their teacher, coach, or sponsor.

**Cleaning:**
There will be building wide intensive fogging and sanitizing taking place daily, using EPA approved disinfectants. High traffic areas will experience increased cleaning and sanitizing throughout the day.

**Parents, Volunteers, & Visitors:**
NO parents, volunteers, or visitors will be permitted into the buildings until further notice.

**Cocurricular/Extracurricular Activities**
- All cocurricular and extracurricular activities will be conducted using social distancing guidelines.
- Sports will be offered following guidance from MSHSAA, The Saint Louis County Department of Health recommendations, and best practices.

**Community Support & Outreach**
- Guidance counselors will provide classroom presentations, small group, and individualized counseling.
- Therapeutic support will continue to be available through The Children’s Service Fund and will be coordinated through the guidance counselors.
- The Hancock Place free medical clinic is open and available to all residents in 63125. Schedule appointments by calling 314.544.1300 Ext. 189.
- TeleHealth counseling services will continue to be available at no cost to families.
- The district crisis counselor is available to provide support in your home if needed (srischbieter@hancock.k12.mo.us).
Academics & Curriculum

Student Expectations:
- Students will enroll in Edgenuity which provides a full online program.
- All students must enroll in a minimum of six courses each semester.
- Students are expected to engage in a minimum of 3–3.5 hours of screen time daily, with additional independent practice and question and answer time.

IEP/504:
- Students with IEPs and 504 Plans will receive services, accommodations, and/or modifications as identified in their plan.

Instruction and Assessment Platform:
- Edgenuity is a full online program. Students are able to choose from a full array of courses that meet the Missouri graduation requirements. Grades are pass/fail and not calculated into GPA.
- Content instruction, and assessment will be provided through Edgenuity, which will provide video content and lessons.
- Hancock Place School District’s highly qualified and certified teachers will be directly assigned to monitor student progress and answer questions.

Parent Expectations:
- Parents must review the weekly Edgenuity update that will be sent via email.
- Parents will contact Hancock teachers with academic questions or concerns.
- Parents will ensure that their child(ren) complete daily online work for 3–3.5 hours as expected.

Grades:
- Grades will be determined by progress through Edgenuity. Students will receive pass or fail grades for each course.
- Progress reports and quarterly report cards will be distributed.

Programming

Assessments:
All students will be expected to participate in all local and state assessments.

Work Completion:
Students will be expected to keep up with the class work, submit assignments on time, and communicate with the teacher frequently.

Change of Placement:
Students will be given an opportunity to transfer to an in-person educational program within the first ten days of the start of the school year, at the end of the semester, or with approval from the building principal.

Schedule:
Online classes will follow the district calendar. The first day of school is August 24, 2020.

Cocurricular/Extracurricular Activities

Hancock Place School District students that are enrolled in online coursework and maintain eligibility, may participate in cocurricular or extracurricular activities.

Community Support & Outreach

- Guidance counselors will provide classroom presentations, small group, and individualized counseling.
- Therapeutic support will continue to be available through The Children’s Service Fund and will be coordinated through the guidance counselors.
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**Attendance, Health & Hygiene**

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- Increased hand washing will be required of students throughout the school day, and hand sanitizer will be available throughout the building.
- Before attending in person, ALL students must present documentation of up-to-date immunization status, including month, day, and year of each immunization. There will be no exemptions made unless your child has a medical exemption from a physician or a religious exemption from the health department. These exemptions must be on file before the first day of school. Please contact Nurse Elissa Lea 314.544.1300 Ext. 109

- Compliance with social distancing restrictions will be significantly limited at this stage of development, and common sense efforts will be made to maintain separation between students.

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**Academics & Curriculum**

- Preschool Programming will only be offered face to face.
- Class sizes will be reduced to accommodate social distancing guidelines.
- Lessons are fully aligned to Board approved curriculum.
- Teachers will follow daily class schedule as in previous years.
- There will be a developmentally appropriate focus on hygiene.*
- Students with IEP’s and 504 plans will receive services, accommodations, and/or modifications as identified in their plan.

*Compliance with social distancing restrictions will be significantly limited at this stage of development, and common sense efforts will be made to maintain separation between students.

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**Masks**

- Until further notice, ALL adults will be required to wear face shields or masks.
- Parents may provide a face covering for their child.

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**Car/ Bus Transportation**

- Only qualifying children with special needs may have bus transportation as part of their individual educational plans.
- All adults, with the exception of faculty and staff, are prohibited from entering school buildings.
- Parents/Guardians will drop off and pick up students directly from the Administration Building main parking lot.
- Drop off and pick up procedures will be posted online prior to the first day of classes.

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**Community Support & Outreach**

- Guidance counselors will provide classroom presentations, small group, and individualized counseling.
- Therapeutic support will continue to be available through The Children’s Service Fund and will be coordinated through the guidance counselors.
- The Hancock Place free medical clinic is open and available to all residents in 63125. Schedule appointments by calling 314.544.1300 Ext. 189.
- TeleHealth counseling services will continue to be available at no cost to families.
- The district crisis counselor is available to provide support in your home if needed (srischbieter@hancock.k12.mo.us).

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**Cleaning:**

- There will be intensive fogging and sanitizing taking place daily using EPA approved sanitizer.
- High traffic areas will experience increased cleaning and sanitizing throughout the day.
- Each classroom will have a special bucket for placing objects that may have been inadvertently contaminated (i.e. placed into one’s mouth). Staff will place any of these objects into the bucket, and these items will be intensively sanitized that evening and prior to reuse.

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**Before & After Care**

<table>
<thead>
<tr>
<th>Fee based service for Preschool Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schedule: Drop off begins at 6:50 a.m.</td>
</tr>
<tr>
<td>Schedule: Drop off ends by 8:00 a.m.</td>
</tr>
<tr>
<td>Schedule: Pick up begins at 3:15 p.m.</td>
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<tr>
<td>Schedule: Pick up ends by 5:30 p.m.</td>
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<tr>
<td>Schedule: The preschool will be using a new app called School Pass to help with dismissal</td>
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</tbody>
</table>

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**Questions? Please Contact:**

- Assistant Superintendent
- Dr. Tim McInnis
- tmcinnis@hancock.k12.mo.us
- 314.544.1300 Ext. 199