

# A Day in the Life of a Griffin Tiger



The following scenarios will provide a description of what students can expect when school resumes on August 31, 2020. ***\*There are many changes to the previous school routines.*** Please review these changes with your student. Additionally, please note that students will not be allowed to congregate during the day or in any area before and after school.

**Per Florida Statute 1003.21, all students must be present and accounted for each period of the day, including digital students.**

## BRICK & MORTAR

## DIGITAL ACADEMY

### Morning Intake – 8:45 AM – 9:30 AM

- Students should arrive on campus *no earlier than 8:45 AM*. Supervision begins at 8:45 AM.
- **Once students arrive on campus they will immediately proceed to their 1<sup>st</sup> assigned class. (\*This is a change from going to grade level areas)**
- On “Blue Day”, students report to their 1<sup>st</sup> Period. On “White Day”, students report to their 2<sup>nd</sup> Period.
- *Students will remain in their first block class and will not be allowed to go to any other location. The opportunity to makeup classwork or tests will be coordinated through teachers.*
- If a student needs to eat breakfast they should report directly to the cafeteria upon arrival. Masks should be worn at all times unless eating.
- Temperatures and wellness checks will be administered as they enter the class.

**Mask it up! Students will wear masks according to teacher’s classroom rules and/or district policy guidelines and may not remove them without teacher permission.**

### Important Program Notes

- Digital students must be present for attendance each period of the day per the Florida compulsory school attendance law, F.S.1003.21.
- Participation in the Digital Academy is different than a Virtual School experience. Digital students keep the same learning pace and assignment production as those in the physical building. (Virtual school is a self-directed completion rate.)
- Students will be expected to complete assignments as determined by the teacher. Teachers will share their classroom style with their students.
- We recommend each student complete a device connectivity check each morning by 9:15AM to ensure they are ready to log in to their classes.
- **DA Students will be expected to log on for attendance and direct instruction at four specific times each day: 9:30 a.m., 11:20 a.m., 1:35 p.m. and 2:10 p.m.**
- Teacher office hours are 8:30AM – 4:00PM, Monday – Friday.
- Meal Distribution is available daily from 11:00 – 1:00 p.m.
- Students with an IEP or 504 plan will receive their learning accommodations as required by law.

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# DIGITAL ACADEMY

## Block 1 - 9:30AM – 11:15AM

- Students will remain in this class until 11:15AM.
- Students will wear masks according to teacher’s classroom rules and/or district policy guidelines and may not remove them without teacher permission.
- For the safety of all, students should not expect to move around the classroom without the explicit direction from the teacher.
- Students may receive mask breaks as determined by the teacher’s schedule.
- **Students will have 5 minutes to transition to their 2<sup>nd</sup> assigned class for the day. Masks must be worn in the hallway and students must follow the one-directional flow of traffic.**

## Block 1 - 9:30AM – 11:15AM

- At 9:30AM students will log onto class through Teams or Zoom.
- Teacher will record attendance and answer student questions. **Digital students must be present each day, each period for attendance, per LCS rule and state compulsory school attendance statute.**
- Once class begins, students will have the following options:
  - a) Remain with the class for live instruction, *or*
  - b) Listen/watch a previously recorded lesson.
- Students will work on assignments from teachers at any time during the class as determined by the teacher.
- Students may be called back to live session by the teacher, according to the lesson plan.
- Students can always contact teachers through Canvas or email throughout the day.
- Teacher office hours are from 8:30AM to 4:00PM.

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## Block 2 - 11:20AM - 2:05PM

- Students will remain in this class until 2:05 PM.
- Students will wear masks according to teacher's classroom rules and/or district policy guidelines and may not remove them without teacher permission.
- Students will have a 30-minute lunch with 2 ½ minutes transition to and from.
- At lunch, students will sit inside social-distanced by 6 feet from each other. Weather permitting, we may be able to accommodate classes that would like to sit at the picnic tables. Students can sit three to a table and each table will be 8 feet from the other tables.
- Masks must be worn at lunch unless eating. Students will be permitted to use their cell phones with earbuds to listen to music/play games during lunch. A movie/show will be playing daily.
- At 1:35PM all students have a 30-minute Homeroom period

## Block 2 - 11:20AM - 2:05PM

***Lunch distribution is available at the Parent Pick Up Ramp from 11:00 – 1:00 p.m. Students will receive their meal(s) and must leave campus immediately. Can be drive-thru or walk up.***

- At 11:20AM students will log onto class through Teams or Zoom and again at 1:35PM to attend the mandatory Homeroom time.
- Teacher will record attendance and answer student questions. **Digital students must be present each day, each period for attendance, per LCS rule and state compulsory school attendance law, F.S.1003.21.**
- Once class begins, students will have the following options:
  - c) Remain with the class for live instruction, or
  - d) Listen/watch a previously recorded lesson.
- Students will work on assignments from teachers at any time during the class as determined by the teacher.
- Students may be called back to live session by teacher according to the lesson plan.
- Students can always contact teachers through Canvas or email throughout the day.
- Teacher office hours are from 8:30AM to 4:00PM.

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## Block 3 - 2:10PM - 3:40PM

- Students will remain in this class until 3:50 pm.
- Students will wear masks according to teacher's classroom rules and/or district policy guidelines and may not remove them without teacher permission.
- For the safety of all, students should not expect to move around the classroom without the explicit direction from the teacher.
- Students may receive mask breaks as determined by the teacher's schedule.

## Block 3 - 2:10PM - 3:40PM

- At 2:10PM students will log onto class through Teams or Zoom.
- Teacher will record attendance and answer student questions. **Digital students must be present each day, each period for attendance, per LCS rule and state compulsory school attendance law, F.S.1003.21.**
- Once class begins, students will have the following options:
  - a) Remain with the class for live instruction, *or*
  - b) Listen/view a previously recorded lesson
- Students will work on assignments from teachers at any time during the class as determined by the teacher.
- Students may be called back to live session by teacher, according to the lesson plan.
- Students can always contact teachers through Canvas or email throughout the day.
- Teacher office hours are from 8:30AM to 4:00PM.

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# DIGITAL ACADEMY

## Dismissal

- Students will remain in their last class and be dismissed in a staggered manner by grade level to reduce proximity; teachers will not release students until the announcement is made to do so:
  - **Walkers released at 3:50 p.m.**
  - **Car Riders released at 3:53 p.m.**
  - **Bus Riders released at 3:55 p.m.**
- Students should reach their bus within 5 minutes.
- Students will wear masks at all times during dismissal and on the bus ride home.
- There will be no congregating during the day at school or in any areas before, during, or after school.

## Program Notes

- Students should complete their assignments on time as directed by their teacher.
- Recorded lessons can be viewed multiple times for further support.
- All completed assignments should be the student's own work.
- Teachers are available during office hours for additional help.

## Additional Notes:

*There will be no locker usage for this school year.* This includes grade level hallways and in the gymnasium.

Brick and Mortar students should bring their backpack, paper/pencils, binders or folders for their classes until Chromebooks arrive. Once Chromebooks arrive and are distributed, students will be expected to bring their laptop and charger with them daily. Students should plan to charge their laptops overnight so they are ready for the school day.

If you have any questions or concerns regarding the expectations for your child, please contact the teacher or the school administrative team at 617-5353. We are excited for the start of the school year and are committed to the success of our students. Please don't hesitate to reach out if we can be of any assistance to your family.

**For ease and efficiency, Digital Academy Parents/Students can reach out to our school's DA contacts:**

Mrs. Hampshire ([hampshirek@leonschools.net](mailto:hampshirek@leonschools.net)) or Mrs. Powell ([powellj@leonschools.net](mailto:powellj@leonschools.net))