

# **Ali`iolani Elementary School**

## **SY 2021-2022**

As of July 16, 2021

### School Handbook For Parents and Students



## **Welcome to Ali`iolani**

Thank you for allowing us to educate your child(ren) at Ali`iolani Elementary School (AES). During these very challenging times, we really appreciate the trust you've given us in taking care of your child(ren). All students are expected back on campus this school year. This handbook is being provided to you to let you know what the school schedule will look like, and the safety procedures being put in place.

## **School Schedule:**

Starting on Monday, August 3, 2021 for all students (except Kindergarten) the school day will start at 8:00am and will finish at 2:15pm on Mon, Tue, Thu, & Fri; and will be 8:00am-1:00pm on Wed. If you're a Kindergarten parent, you should have received your child's schedule in the mail. If you didn't, please call our office at 733-4750 so we can provide you with this information.

If your child is enrolled in A+, this program will begin on August 3, 2021 at 2:15pm. For Kindergarten students, their first day of A+ will be August 16. As of today, the before school program is not being offered for our students.

Here is a link to our school calendar for this year:

[https://ef07cab5-ca04-416d-b017-010557279dc5.filesusr.com/ugd/4aceac\\_99e5e4aefb6b488f84abca3dad4d7cb7.pdf](https://ef07cab5-ca04-416d-b017-010557279dc5.filesusr.com/ugd/4aceac_99e5e4aefb6b488f84abca3dad4d7cb7.pdf)

## **Pick Up/Drop Off Information:**

The earliest you may be dropped off your child(ren) is 7:30am if they are eating breakfast in the cafeteria. If not, please drop your child(ren) off closer to 7:45am.

In terms of pick up, students will not be released in staggered times so all students will be released at 2:15pm on Monday, Tuesday, Thursday, and Friday; and at 1:00pm on Wednesday. Please be patient in the parking lots, especially during the first couple of weeks of school.

Students in grades Pre-K, Kindergarten, 1st, and 2nd grade can be dropped off and picked up from the 6th Avenue parking lot.

Students in grades 3, 4, and 5 can be dropped off and picked up from the 7th Avenue parking lot. If you have children in both the lower and upper grade levels, you can pick them up at either lot.

A couple of parking lot reminders:

- Pull as far forward as possible in the lot
- Do not block the parking lot, please pull to the side to allow other cars to pass
- Do not leave your vehicle, especially with it on
- Drive very slowly and be vigilant - drive with Aloha

## General Information:

Students should:

- come on campus wearing a mask/face shield
- bring their own water bottle to avoid using commonly used water fountains
- social distance (6 feet) from others
- after school, students should report to A+, leave campus immediately, or report to after school activity. There should be no loitering on campus.

Parents should:

- do a wellness check on your child each morning at home to determine if your child should attend school. This wellness check should include the following observations:
  - Feverish or unusually warm (has flushed cheeks). If you are able to, use a thermometer to take your child's temperature.
  - Coughing/Sneezing
  - Sore throat
  - Shortness of breath/Difficulty breathing
  - Headache/Stomach ache/Nausea
  - Muscle pain/Unusual fatigue
  - New loss of taste or smell
- if any of these symptoms are present, your child should not attend school. Please do not give your child medication and then send them to school. Also know that a general symptoms check will be performed as your child enters the school campus each day. If your child is suspected of being sick, you will be contacted, and asked to pick up your child. "Any child sent home due to illness should be excluded from school until symptom free for at least 24 hours without the use of medication."
- ensure your child arrives at school wearing a face covering and ideally has an extra one on hand.
- please understand that parent/legal guardian access to the buildings will be strictly limited.
- be sure the school has updated contact information in the event that your child needs to be sent home. Please include alternate contact if you are unable to pick up your child.

Ali'iolani personnel will:

- Upon arrival, all individuals coming on campus will be checked:
  - feverish or unusually warm (has flushed cheeks)- this will be checked via an infrared thermometer
  - coughing/sneezing
  - sore throat
  - shortness of breath/difficulty breathing
  - headache/stomach ache/nausea
  - muscle pain/unusual fatigue
  - new loss of taste or smell
- Encourage frequent hand washing and/or sanitizing
  - All students and staff must engage in frequent hand washing or sanitizing, including upon arrival, before and after meals, after

- bathroom use, after coughing or sneezing, in between classes, and before dismissal.
  - Hand washing must be conducted with soap and water for at least 20 seconds and hand sanitizer must contain at least 60% alcohol.
  - Hand washing or sanitizing stations will be available near or inside of classrooms, and in all meeting areas (e.g. library, cafeteria, offices).
  - Restrooms, sinks, and sanitizing stations will be regularly maintained with adequate supplies (i.e. soap, sanitizer, and paper towel)
- Promote and Practice Personal Hygiene
  - Do not touch your eyes, nose, or mouth.
  - Sneeze or cough into a tissue and throw it away.
  - If no tissue is available, reduce the spread of germs by coughing or sneezing into your elbow.
- Reinforce Social/Physical Distancing
  - Maintain a distance of at least 3 feet between seats, including group tables.
  - For younger children, Teachers and Aides will minimize those times in the classroom when instruction or social skill development activities make it difficult to maintain 3 feet between students, especially when teaching or practicing necessary social skills of personal space, sharing space, and safety.
  - Discourage the sharing of items that are difficult to clean or disinfect.
  - Limit and control interaction with other classes.
  - During meal times, individually plated meals will be consumed in the cafeteria with distancing precautions.
- Wear a Face Covering/Mask
  - Face coverings must be worn when outside the classroom, especially when physical distancing is difficult.
  - Exceptions for face coverings apply to those for whom it is not safe to do so due to age, medical condition, or other considerations.
  - In the classroom, it is required that teachers and students wear a mask.
  - Parents/legal guardians will be responsible for providing students with face coverings or masks. The school has extra masks when a student's mask breaks or gets dirty.
- Ventilation
  - Open windows and doors when possible.
  - Cleaning, disinfection, and waste disposal will be done on a routine basis.
  - All classrooms will be disinfected after each use.
- When a Student Becomes Sick
  - Parent/legal guardian will be called to pick up the student.
  - Any student sent home due to illness should be excluded from school until symptom-free for at least 24 hours without the use of

medication.

Students returning to school from illness should report to Health Aide for clearance.

- Visitors
  - To maintain health and safety measures, appointments are required when meeting with school staff. All visitors are required to follow social distancing guidelines (6 feet distancing) and wear a face mask/covering.
  - Administration and their designees shall have the authority to restrict access to the campus for those individuals exhibiting any symptoms of illness.

### Miscellaneous Information:

- This year our students in PreK and Kindergarten will be in B building; students in grades 1 & 2 will be in F building; and students in grades 3, 4, & 5 will be in A building.
- We will only have two lunch periods
  - PreK, K, 1 & 2 11:15-11:45
  - 3, 4, 5 11:55-12:25
- According to a recent DOE article on 7/15/21, both breakfast and lunch will be free for all public school students  
<https://www.hawaiipublicschools.org/ConnectWithUs/MediaRoom/PressReleases/Pages/SY2021-Free-School-Meals.aspx>
- There will only be one morning recess - students will have to stay within their classroom area
- We will start up our after school programs, but we will have to limit the amount of students in each program to follow safety guidelines.
- Although students are expected back for in person learning, if your child is unable to come on campus due to medical reasons or other special circumstances, please contact the office to set up a meeting with the principal to discuss other possible learning options.

### School Closure

In the event of a school closure, AES is prepared to implement distance learning for all students. Distance learning will take place via SeeSaw, Google Classroom, and/or Zoom or Webex as the primary platform(s) for instruction. School devices will be loaned out to those who do not have a device at home. We hope this doesn't happen again, but if it does, we will do our best to make this transition as smooth as possible.

## Contact Information

School Number 733-4750

Title	Name	Extension	Email
Principal	Tim Hosoda	225	Timothy.hosoda@k12.hi.us
Counselor	William Donnelly	243	William.donnelly@k12.hi.us
SSC	Marissa Shimabukuro	239	Marissa.florendo@k12.hi.us
SASA	Roxane Matsumoto	222	Roxane.matsumoto@k12.hi.us
Clerk	Chandra Waikiki	223	Chandra.Kanei_Waikiki@k12.hi.us
Health Aide	Tanya Yamada	228	Tanya.yamada@k12.hi.us

If you have any questions or concerns, please feel free to contact us.

Thank you for all your support. Together we're going to make this a great year!