

FROM THE DESK OF WILLIAM P. SMITH

PRINCIPAL OF WESTSIDE HIGH SCHOOL

November 9, 2020

Dear Parents and Guardians

Richmond County School System considers the health and well-being of our students, teachers, and staff to be of the utmost importance. It is with that in mind that this letter is being sent home for your information. Westside High School has been impacted by an increase in COVID-19 related activity in our staff and student body.

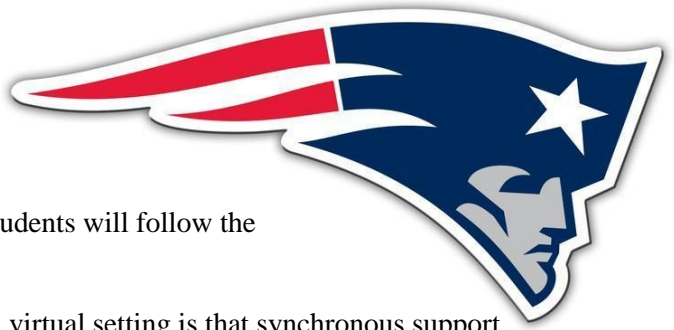
We are committed to ensure the safest environment for our students and staff. As a result, Westside High School will transition to Learn@Home instruction beginning November 10, 2020 and will reopen for face to face instruction on November 30, 2020 following the Thanksgiving break. Face to Face students will begin Face to Face Learn@Home instruction on November 10, 2020. Instructions about how your child will continue instruction are being sent home with your student (back of this letter). If you have not received a letter or notification that your child has had direct contact with a COVID positive case, they are not required to self-isolate.

During this time, your child's teacher will continue to support instruction and learning. Students will be considered present for the entirety of the Face to Face Learn@Home period as long as all assignments are completed. If you would like to order meals for pick up from another school site, please call 706-826-1122. We will continue to work closely with local public health officials to ensure the proper recommendations are followed to clean and disinfect our school facility and act in the best interest of our students, teachers and staff.

Respectively,

A handwritten signature in black ink, appearing to read "William P. Smith", with a stylized flourish at the end.

William P. Smith, Principal
Westside High School



Westside High School F2F Virtual Schedule

If Westside High School had a need to close, Face to Face students will follow the synchronous/ asynchronous schedule below.

The biggest difference for Face to Face students moving to a virtual setting is that synchronous support sessions are not *required*; therefore, the teacher cannot penalize a student who is unable to participate. F2F students may join these synchronous support sessions via computer with a webcam and mic (recommended) or may complete their work in other methods approved by the teachers and administration. Synchronous support sessions are designed to supplement or support F2F students should it becomes necessary for them to switch to a virtual environment (ex: hurricane closures, whole class 14-day quarantines, or school-wide closures due to COVID-19).

Rationale: With the F2F virtual model, we did not want to *require* students to participate in synchronous sessions because they may not be able to for a variety of reasons. F2F students working virtually must either correspond with the teacher during the designated two-week period via email or through the Teams App or complete his or her assignments.

Scheduling: The F2F students in a virtual model will receive whole-class synchronous support for each class period, each week. On the days the teacher is not providing whole-class synchronous support, the teacher is still available to offer individual or small group support for that group of students. For example, when a fourth period math teacher provides whole-class synchronous support on Tuesdays from 10:20-11:10, the teacher will be available online and expecting all fourth period students to join the synchronous lesson if they are able to do so. On Monday, Wednesday, Thursday, and Friday from 10:20-11:10, the math teacher will still be available to provide small group tutoring and to answer questions for his or her fourth period students as needed.

For any student that may not have technology to complete work, students need to contact the school to let their teacher know they do not have technology so packets of work can be created.

Daily Schedule	Online Synchronous	Online Asynchronous
7:30 – 8:20	Monday (1 st period)	Tu, W, Th, F
8:25 – 9:15	Monday (2 nd Period)	Tu, W, Th, F
9:25 – 10:15	Tuesday (3 rd Period)	M, W, Th, F
10:20 – 11:10	Tuesday (4 th Period)	M, W, Th, F
11:15 – 12:05	Wednesday (5 th period if you have 3 rd Lunch)	M, Tu, Th, F
11:40 – 12:35	Wednesday (5 th period if you have 1 st Lunch)	
12:40 – 1:30	Wednesday (6 th period)	M, Tu, Th, F
1:35 – 2:30	Thursday (7 th Period)	M, Tu, W, F

Note: *Online Learners would not be affected by the closure of school. They would continue the normal synchronous/ asynchronous schedule.*