



Steven Crispin, Interim Superintendent
crispins@allowschool.org

Pamela A. Southard, Principal
southardp@allowschool.org

FULL-TIME REMOTE LEARNING REQUEST

Dear Alloway Families,

Recognizing that planning is required in order to provide continuity in students' educational programs and arranging the appropriate staff and resources, a written request from the student's parents or guardians should be sent to our Main Office to start the school year with full-time remote learning. A written request should also be sent in if the parent or guardian requests to transition the student from in-person or hybrid services to full-time remote learning during the school year. Procedures for submitting the request are as follows:

1. The request should be submitted to Principal Southard at southardp@allowschool.org at least 10 school days before the first day of school.
2. Requests shall be approved within 5 school days of the receipt of the request form.
3. Questions and concerns may be directed to the principal and/or superintendent.
4. The family/guardian should submit the following information or documentation with their request. The documentation shall not exclude any students from the school's full-time remote learning option, but rather be limited to the minimum information needed to ensure proper recordkeeping and implementation of successful remote learning.
 - a. Verification of the technology necessary to receive remote instruction (including camera and speaker capability) and assurance that the student will have access to the device for the length of the school day.
 - b. Verification of internet access and/or Wi-Fi sufficient to receive remote instruction.
 - i. Families/guardians having limited access to equipment or the internet shall inform the principal or superintendent. The district shall make a reasonable effort to support the remote instruction by facilitating services and/or providing equipment.



Steven Crispin, Interim Superintendent
crispins@allowayschool.org

Pamela A. Southard, Principal
southardp@allowayschool.org

-
5. For students with disabilities, the district shall determine if an IEP meeting or an amendment is needed for full-time remote learning.
 6. Families/guardians are expected to cooperate in setting up the transition and may be required to participate in scheduled meetings during the transition period.
 7. Teachers, administrators, and other school staff shall endeavor to provide supports and resources to assist families/guardians, with meeting the expectations of the district's remote learning option.

Upon satisfaction of these minimum procedures, the district shall approve the student's full-time remote learning request.

If requesting a 100% full remote learning option, please either return the bottom portion of this form to the Main Office or email Ms. Rishel at rishelb@allowayschool.org with the information below.

Student's Name _____ Grade _____

- I hereby request that my child participate in 100% remote learning starting in September 2020.
- I verify that we are able to provide the appropriate technology (computer with camera and speaker capability, and internet access and/or Wi-Fi) with access to the device for the length of the school day.

Signature of Parent/Guardian

Printed Parent/Guardian Name

Date

Phone: (856) 935-1622
Fax: (856) 935-3017

Website: www.allowayschool.org
Address: 43 Cedar Street; P.O. Box 327 Alloway, NJ 08001



Steven Crispin, Interim Superintendent
crispins@allowayschool.org

Pamela A. Southard, Principal
southardp@allowayschool.org

Hybrid Learning Team Assignments

Dear Alloway Families,

Please see the chart below for your child's team assignment for hybrid learning. Yellow Teams will be attending school in-person from 7:50-12:20 on Mondays and Tuesdays and Black Teams will be attending school in-person from 7:50-12:20 on Thursdays and Fridays, following our school calendar for any holiday closures. ALL hybrid students will be attending school virtually on days when not attending in-person and on Wednesdays.

Efforts have been made to group siblings together and to place students on days when special education services are available. Those families will be notified by email if the team placement is different from the chart below. Additional requests for team changes to keep siblings and family members on the same schedule will be given priority. Please email Ms. Southard at southardp@allowayschool.org if this request is needed. In order to maintain a safe number of students present in classrooms each day, please understand that we cannot currently accommodate changes for other reasons.

Kindergarten:
YELLOW: A - He
BLACK: Hi - Z

3rd Grade:
YELLOW: A - P
BLACK: Q - Z

6th Grade:
YELLOW: A - He
BLACK: Ho - Z

First Grade:
YELLOW: A - K
BLACK: L - Z

4th Grade:
YELLOW: A - La
BLACK: Le - Z

7th Grade:
YELLOW: A - Mc
BLACK: Me - Z

2nd Grade:
YELLOW: A - Pal
BLACK: Pat - Z

5th Grade:
YELLOW: A - L
BLACK: M - Z

8th Grade:
YELLOW: A - M
BLACK: N - Z



Steven Crispin, Interim Superintendent
crispins@allowayschool.org

Pamela A. Southard, Principal
southardp@allowayschool.org

General Education Preschool Hybrid Learning Assignments

Dear Preschool Families,

Please see the chart below for your child's team assignment for hybrid learning, which will be currently operating on an early dismissal schedule. This list applies to general education students only. Students who qualify for services from special education will receive individual notifications on scheduling.

We have made efforts to place students on a similar schedule with older siblings. Requests for team changes to keep siblings together on the same days of instruction will be given priority. Please email Ms. Southard at southardp@allowayschool.org if this request is needed. In order to maintain a safe number of students present in classrooms each day, we cannot currently accommodate changes for other reasons.

Bus information will be shared with families later this month.

TEAM	ATTENDS ON DAYS	STUDENTS WITH LAST NAMES	ARRIVAL	DISMISSAL
YELLOW	MON & TUES	A - G	10:20	12:20
BLACK	THURS & FRI	H - Z	10:20	12:20



Steven Crispin, Interim Superintendent
crispins@allowayschool.org

Pamela A. Southard, Principal
southardp@allowayschool.org

TRANSPORTATION CANCELLATION REQUEST

Dear Alloway Families,

Transportation will be provided to your child for the 2020-2021 school year when school is in session. Information to confirm the location of your child's bus stop and bus number will be sent out in late August.

The following safeguards will be put into place:

1. Bus drivers will complete a health check each morning prior to boarding buses. This will include temperature checks and screening questionnaires.
2. Every effort will be made to clean and disinfect all vehicles between bus runs, especially high touch point areas.
3. All students' and staff members must complete a [self screening questionnaire](#) each morning before leaving the house. Staff members' temperatures will be recorded daily. School staff will also be checking student temperatures upon arrival at school.
4. Drivers and all students must wear a face covering when waiting at bus stops and while on the school bus.
5. Although bus attendance will be reduced as a result of the hybrid model, it is unlikely that social distancing of at least six feet can be maintained on the bus.
6. Family members will be seated together.
7. The driver will assign seats creating space between rows of seats and will load buses from back to front.
8. Physical guides, such as tape on the floor and signs will help to ensure that staff and students are aware of spacing when boarding and disembarking the buses.

If you decide that you would prefer to provide your own transportation this school year, please contact Ms. Rishel, school secretary. If you wish to reinstate bus transportation at a later date, please contact Ms. Rishel at least 5 school days in advance.