

DOWNE TOWNSHIP ELEMENTARY SCHOOL

220 Main Street, Newport, NJ 08345

Sherri Miller
Superintendent/Principal

Phone (856) 447-4673

Fax (856) 447-3005

March 16th, 2020

Dear Parents/Guardians,

As you know, a decision has been made to close school as a preventative measure due to the Coronavirus. We have enacted our district plan to continue education remotely from home. To help facilitate the educational process, please make sure you are connected to Class Dojo, as this will be used as the primary means of communication during the school closure. Teachers will be available via Dojo during regular school hours. If you have questions regarding learning material, please contact your child's teacher through Dojo. If a phone call is needed, please message them to give you a phone call and they will make that happen.

Instructional Programming for Distance Learning

Students in preschool to grade 2 will be bringing home a learning packet today for the first 10 days. As students complete these assignments, you may submit them through Dojo to your child's teacher. Teachers will be able to provide you with information on how to do this if you are unsure.

Students in grades 3 to 9 will be using online learning platforms. Their assignments will be posted to Dojo daily and they can access Google classroom and assigned online tasks from home. They will submit their work digitally as well.

Assignments are currently being planned for the next 10 days. Once they are ready, we will communicate with all families the process for accessing the additional assignments/learning materials.

Please take note of the following:

- Class Dojo will be used as the primary form of information and communication. Blackboard Connect will be used for mass phone calls.
- Each teacher has an individualized learning plan for their classroom. Platforms such as Google classroom, McGraw-Hill, IXL, and HMHCO will be used. Each teacher will communicate the directions and expectations via Class Dojo.
- Additional resources for approximately 10 days will be sent home to assist your student with the assigned work. Details of what students are responsible for are specific to the teacher. This includes what materials are expected to be returned when school reopens.
- Virtual students are responsible for accessing online coursework and assignments during school closure. This material is not just "busy work" as it will be used to provide grades for your student during the closure.
- Accommodations for 504 Plans and IEPs have been included in the teacher's learning plan.

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- Students are expected to access and work on assignments daily just as they would if they were in school. If there is inactivity in a student's account, we will contact you and your child may not get attendance credit.
- Essential personnel will be available at the school during the closure. We will be available to assist with any difficulties, questions, or concerns. Our schedule is subject to change. Office hours will be posted on Class Dojo.
 - Main Office (856) 447-4673
 - Mrs. Miller & Mr. Maines via Class Dojo

Transportation

- Since the District will be closed, bus service will be suspended until schools reopen for classes.

After School Activities & Kids' Center

- After school activities will be canceled during an extended school closure and access to the building by non-district staff will be prohibited.

Food Service

- Breakfast and lunch will be available for those students who qualify for Free/Reduced lunch during the school closure. Our first pick-up time will be on Tuesday, March 17th from 10am to 12pm at our side door location. You may drive up to the side door and we will hand you meals for both breakfast and lunch for the rest of the week. You must sign up through Class Dojo with your child's teacher to ensure we have enough meals available. If you have multiple children, you may sign up with the oldest child's teacher and let them know how many students you need meals for.

Moving forward, we will have pick-ups on Mondays from 10am to 12pm. Again, meals will be provided for the entire week. Reminders will be sent on Dojo. You must sign up with your child's teacher as directed above by NOON on the Friday before pick-up to ensure we have enough meals available.

If transportation is an issue for you and you are unable to pick up meals for your child/children, please call the school at 447-4673 and arrangements will be made to assist you. We want to ensure that all of our students have access to the meals they are entitled to during this closure.

I would like to thank you all for your cooperation and understanding during this unpredictable situation. If you have any questions, please feel free to reach out to me at any time.

Sincerely,

