















**THS Reference Guide for Plan A (with Remote Wednesday)**

The procedures listed in this document align with the currently adopted Plan A (With Remote Wednesday) schedule; these procedures may be subject to change due to further guidance concerning the COVID-19 Crisis.

If you have any questions, please call the school at 336-861-6870. Below are some friendly faces to know that can assist you when you return to school on Tuesday, April 6th.

<p><b>Principal - Dr. Brian Toth</b>  <a href="mailto:btoth@randolph.k12.nc.us">btoth@randolph.k12.nc.us</a></p> 	<p><b>Assistant Principal/ Bus Coordinator</b>            Justine Carter  <a href="mailto:j1carter@randolph.k12.nc.us">j1carter@randolph.k12.nc.us</a></p> 
<p><b>Assistant Principal/ Testing Coordinator</b>            Jim Rogers  <a href="mailto:j2rogers@randolph.k12.nc.us">j2rogers@randolph.k12.nc.us</a></p> 	<p><b>Lead Teacher - Kristine Groves</b>  <a href="mailto:kgroves@randolph.k12.nc.us">kgroves@randolph.k12.nc.us</a></p> 

<p><b>School Counselor</b>  <b>(Last names A-K)</b>  Lina Sheets  <a href="mailto:lsheets@randolph.k12.nc.us">lsheets@randolph.k12.nc.us</a></p> 	<p><b>School Counselor</b>  <b>(Last names L-Z)</b>  Jonathan Lanier  <a href="mailto:jlanier@randolph.k12.nc.us">jlanier@randolph.k12.nc.us</a></p> 
<p><b>Athletic Director</b>  Robert Mitchell  <a href="mailto:rmitchell@randolph.k12.nc.us">rmitchell@randolph.k12.nc.us</a></p> 	<p><b>Student Advocate</b>  Amelia Schrimsher  <a href="mailto:aschrimsher@randolph.k12.nc.us">aschrimsher@randolph.k12.nc.us</a></p> 
<p><b>Media Specialist</b>  Angie Davis  <a href="mailto:adavis@randolph.k12.nc.us">adavis@randolph.k12.nc.us</a></p> 	<p><b>Career Development Coordinator</b>  Andy Hines  <a href="mailto:ahines@randolph.k12.nc.us">ahines@randolph.k12.nc.us</a></p> 
<p><b>Child Nutrition Manager</b>  Bernice Boyles  <a href="mailto:bboyles@randolph.k12.nc.us">bboyles@randolph.k12.nc.us</a></p> 	

### Weekly Schedule:

***In Person Students:*** Students on Plan A will come to school Monday, Tuesday, Thursday, and Friday. **Wednesday will remain remote**; thus, students will login to Canvas, complete their attendance, and attend their assigned Google Meets to engage in remote instruction.

***Remote Students:*** Students participate in remote instruction Monday-Friday.

### Bus Procedures:

- AM Procedures
  - Students will load from the back of the bus to the front of the bus-that will be their assigned seat.
  - Students will be required to wear masks
- PM Procedures
  - Students will line up behind cones that correspond to their assigned bus number.
  - Students will wait (socially distanced) to be released to the bus in an orderly fashion to minimize contact upon loading the bus.
  - Students will be required to wear masks
- Standard Cleaning Protocol will take place before students load in the morning and before students load in the afternoon.
- Deep Cleaning Protocol will take place at the end of every morning load and every afternoon load.

**\*\*All students need to complete the Bus Attestation Form (signed by a parent/guardian) and return to Mrs. Carter by April 6th. ([Click here for English Form](#)) ([Click here for Spanish Form](#))**

### Morning Procedures:

- **7:30AM-8:00AM** - Grab and Go style breakfast will be available in the cafeteria.
- **8:00**-School day begins

### Afternoon Procedures:

- **3:05**- All bus riders will be released to the bus lot. Students will need to line up (socially distanced) behind the cone that corresponds to their assigned bus.
- Bus riders will be released to the bus in an orderly fashion to help minimize contact while loading the bus.
- **3:08** - Car-riders will be released. Parents-please talk with your children about the importance of social distancing while they wait to depart in the car-rider line.
- **3:10**- Students who drive will be released. Students need to go directly to their cars and exit campus promptly.

### Parking:

- The following parking lots will remain open for students to use:
  - Senior lot
  - Track lot
  - Administration Lot (behind the B Building)
- ***The J Building parking lot will remain CLOSED.***

### Cafeteria Information:

**Breakfast** - Breakfast will be available in the Cafeteria. Students will have a Grab-n-Go style breakfast. Breakfast is free; therefore, no money will be exchanged unless students add extra snack items to their orders.

**Lunch**- Yellow markers are located on the floor for students to remain socially distanced. Students will not have access to the microwaves or the ice machine. Students will have a 10 minute window to go through the lunch line and report back to their 3rd Block class. Students will remain in their 3rd Block class while eating lunch. Teachers will inform students when it is their time to go through the lunch line. School Nutrition staff will serve every item in the line, including milk, so the children do not touch anything other than their tray. Lunch is also free; therefore, no money will be exchanged unless students add extra snack items to their orders.

### Attendance:

- REGULAR DAILY ATTENDANCE (for remote learners)
  - All teachers will take attendance using the Roll Call feature in Canvas
  - Students are responsible for completing Roll Call attendance for EVERY class between 8:00AM and 3:00PM

***\*\*Teachers will take regular attendance for students on campus for face-to-face instruction\*\****

### Important Information:

**Covid Symptoms:** RCSS schools will no longer utilize the screening stations. If your student has any of the symptoms listed below, please call the main office, at 336-861-6870, for next steps prior to your student returning to school.

- Chills
- Shortness of breath or difficulty breathing
- A new cough
- Sore throat
- Loss of taste or smell
- Diarrhea and vomiting
- Headache
- Body Aches

**Masks:** ALL Staff and students will be required to wear a mask, over their nose and mouth, at all times. Students without masks will be provided masks. Any student requesting a mask waiver needs to contact the principal for more instructions.

**Social Distancing:** The guidelines for social distancing have decreased from 6 feet to 3 feet. We will continue to encourage our students to stay 3 feet apart at all times; this includes all transition times. Please talk with your children about the importance of following the yellow lines (staying on the right side of hallways and walkways) and maintaining a 3ft distance.

**Snacks/Drinks:** Students will need to review each teacher's classroom policy regarding food and drinks (beyond water) in the classroom. We encourage our students to bring a water bottle from home. Water bottle fill stations located in the B Bldg and the Cafeteria.

**We look forward to seeing everyone Tuesday, April, 6th.**

