



Dear New Horizons Charter Academy TK to 8th Grade Families,

I hope this letter finds you well, safe and healthy. New Horizons Charter Academy and the Board of Directors are very excited to welcome TK-5th Grade Blended Learning Students back to school for in-person instruction on Monday, March 15th! NHCA 6th to 8th middle school students will remain in the distant learning program at this time until further notice from LA County Department of Health.

As you know, preparations have been underway all summer and throughout this school year and safety protocols have been put into place to ensure student and staff safety. At this time, the Los Angeles Department of Public Health has deemed schools safe for student return. The NHCA Parent/Student Handbook is currently being updated with the new DPH orders and COVID19 Safety Plan updates. The revised document will be posted on Friday on school website for your review. In the meantime, feel free to contact me via email at rthomas@nhcharteracademy.com or via NHCA MobileApp "Ask the Principal" with any questions.

A New Horizons Charter Academy Parent Forum is scheduled for next Thursday, March 4th at 11:00am via zoom.

Meeting ID: 861 8435 1969

Security Passcode: 5nqK6D

<https://us02web.zoom.us/j/86184351969?pwd=VmlOdTJoRUgvUGpPd1hWdHlMbWJlZz09>

Student hybrid model cohorts will meet on **Mondays/Wednesday (Cohort 1) and Tuesdays/Thursdays (Cohort 2)**. Fridays will remain an asynchronous learning day with distant learning instruction/assessments for the entire class from 9:00-1:30 p.m.

At this time, cohort size is limited to 14 students to adhere to social distancing requirements.

TK – 1st Grade Cohort hours

Monday/Wednesday Cohort 1 - 8:30 - 2:00 **Check in will begin at 8:10*

Tuesday/Thursday Cohort 2 – 8:30 - 2:00 **Check in will begin at 8:10*

Fridays – No In-Person Instruction – Asynchronous learning, assessments, teacher PD/office hours

2nd -5th Grade Cohort hours

Monday/Wednesday Cohort 1 - 8:30 - 2:30 **Check in will begin at 8:15*

Tuesday/Thursday Cohort 2 – 8:30 - 2:30 *Check in will begin at 8:15

Fridays – No In-Person Instruction – Asynchronous learning, assessments, teacher PD/office hours

At this time, New Horizons Charter Academy will focus on our elementary roll-out of Reopening Plans and revisit 6th Grade in upcoming weeks ahead.

New Horizons Charter Academy will continue to serve our most vulnerable students, special needs and English Learners from grades 6th-8th grades during this transition.

Health Screening- Before arriving at school, please perform a COVID-19 symptom check for your child/ren using the following Brightwheel Health App.

Complete the health screening on your mobile device before entering campus:

Access at Apple or Google App Store (see school website for instructions)

Students with a green screen will be able to enter campus. Students with a red screen will not be able to enter campus. If your student has responded with “Yes” to any of the questions, please keep them at home. Temperature checks will also be conducted as students enter campus.

*If your upper grade student walks/rides a bike to school, parents must complete & sign a paper screening form each day. Students will show the completed form for campus access instead of the Brightwheel Health App.

Entering/Exiting Campus- Students will enter/exit campus at specific gates. Staff will be ready to welcome students at each gate. At this time, parents and visitors are not allowed on campus. All parents must download Brightwheel App, which will be used to conduct pre-screening of all students. No student will be allowed on campus without checking in through the Brightwheel App. All students will receive temperature check after parent has completed Brightwheel check in procedure. Please see school website for detailed instructions on use of Brightwheel App. All Parents must read and sign NHCA Health Guidelines.

TK-5th Grade- Front gate 1 door if arriving by foot

TK- 5th Grade- Front gate 1 if arriving by car (only children are allowed to exit car)

TK- 5th Grade- exit out of gate 3

Nutrition Services- Breakfast and Lunch will be provided for Grab and Go daily and is **free** for interested families. Your teacher will schedule a stretch/snack break. These breaks will be staggered and socially distanced. For example- students may sit on yoga mats in the Reading Garden or do 10 minutes of dancing/exercises.

Face Coverings- All staff, parents and students will be expected to wear proper cloth face coverings when at school. Face coverings:

- Must be washed after each day's use.

- Should cover the nose and mouth secured to the head with ties or straps.
- Should be in compliance with the NHCA dress code policy.
- Students will be reminded to wear a proper cloth face covering or surgical mask. A face covering will be made available to students who arrive without them or need a replacement throughout the day.

Other Personal Protective Equipment (such as face shields) will be provided to students upon request. To review the entire DPH face covering requirements, [please see attached](#).

Cleaning and Disinfecting: Each classroom, student desks, sinks, touch points will be cleaned thoroughly each night and during the midday lunch break. Other site areas will be cleaned frequently throughout the day and disinfected daily. High touchpoint surfaces and restrooms will be cleaned regularly throughout the day.

The following video clip shows examples of PPE, health screening and cleaning protocols. <https://youtu.be/swIMPYB969A> Safety Protocols. This video is from another school, however NHCA is following similar Safety Protocols as outlined in the NHCA COVID19 Safety Plan submitted and approved by the NHCA School Board and LA County Department of Health.

Illness/Symptoms- If your student has symptoms of COVID-19 or has come in close contact with someone who has been diagnosed with a COVID-19, please immediately notify the school Executive Director/Principal, Richard Thomas, and self-quarantine/isolate. PLEASE DO NOT SEND YOUR CHILD TO SCHOOL IF THEY ARE SHOWING ANY SYMPTOMS.

New Travel Quarantine order- If you travel out of California, your student will need to self-quarantine for 10 days after you arrive home.

New Horizons Charter Academy and Board of Directors will continue to monitor City of North Hollywood infection rates and Department of Public Health protocols. If there are any changes in the plan for student return and/or in protocols you will be notified. The most up to date information can be found on www.nhcharteracademy.com websites by clicking on the Covid19 tab or visiting New Horizons Charter Academy MobileApp for announcements and updates.

If you choose to continue with the distant learning program, please notify the school by March 8th, 2021.

Feel free to contact me at (818) 655-9602 or via email at rthomas@nhcharteracademy.com

Sincerely,

Richard Thomas, Executive Director/Principal

New Horizons Charter Academy