



THE SCHOOL DISTRICT OF PHILADELPHIA



Robert E. Lambertton Elementary

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August 24, 2020

Dear Lambertton Parents and Guardians,

It is with great pleasure and pride that I say **Welcome** to the 2020-2021 school year at Lambertton Elementary School. I am excited to get this school year started! Our school year officially begins on **Wednesday, September 2, 2020 at 8:30AM** for all students in Grades preK through eighth grade. On Wednesday, September 2 and Thursday, September 3, Lambertton Teachers will schedule group and individual parent and student Meet and Greets. Learning during those two days will occur online so that teachers can make sure that students are ready to go on Friday, September 4. Teachers will reach out by email and Class Dojo to invite parents/students to meetings. All teachers will be reaching out to families beginning the week of August 24, 2020.

The 2020-2021 will begin 100% Virtual for all students. Virtual learning will continue for all School District of Philadelphia Schools throughout the first quarter which ends on November 17, 2020. More information will be shared with families prior to that time regarding plans for the remainder of the school year. This school year Lambertton School will continue to use ClassDojo, in addition to Student Information System (SIS) Messenger, to communicate with

families. Classroom teachers will share information about signing up for ClassDojo with families. I will send out weekly updates and school announcements utilizing ClassDojo (Monday Mornings). SIS will continue to be used by Lamberton and The School District of Philadelphia to share information with families.

On Monday, August 31, 2020 families are encouraged to come to Lamberton School between 10:00AM and 2:00PM to pick up materials (workbooks) needed during virtual learning.

Our Virtual Back to School Night will be held on Wednesday, September 16, 2020 from 5:00 to 7:00PM on the Zoom Platform. A flyer with all links will be shared with families during the second week of school. Please plan to join us to meet Lamberton's staff, hear what great things we have planned, and how you can support your child in reaching their independent goals this year. In preparation for the start of our school year, I have listed some important information and updates to help all families prepare.

Student Schedules:

Teachers will share and post all schedules for students during the week of August 24, 2020. Your child's schedule will be posted in their google classroom. This schedule will have embedded links in it for accessing live class sessions. It will be like a control center where students can just click on the link to open up live class sessions with teachers. These links will remain the same throughout online learning. Classroom schedules will be posted on Lamberton's website as well for your reference (without links).

Passwords:

Each year student passwords reset. For K-5 grade students, teachers will send out new student passwords. For students in grades 6-8 passwords are set by the students. 6th grade students will be sent an initial password that will be temporary. They will then be asked to create their own. Rising 7th and 8th graders need to remember their passwords from the spring and reset them if they have not already done so. Ms. Dupree (kdupree@philasd.org) our Technology Leader is here to assist families with this information. **Kindergarten teachers will send this information to all parents after August 26th.**

User names:

Student user names are students ID numbers @philasd.org. For example if your student's ID number is 876543, then their user name would be 876543@philasd.org. If you do not know your student's ID number, you can email your student's homeroom teacher and they can provide it. **Kindergarten teachers will send this information to all parents after August 26th.**

Virtual Meet and Greets:

Teachers will be reaching out to invite parents and students to a virtual meet and greet to be held on September 1, 2020. This will be a time for parents to hear about how the instructional day will

run, teacher expectations, and an introduction to the online platforms that teachers will be using with students and how to access them. Each grade will host their own meet and greet.

The School Day

The school day will run similarly to what our school day is during in person learning. The day will be a mix of live (synchronous) and recorded or independent (asynchronous) learning broken up throughout the day. Our day will begin at 8:30 Monday through Friday. We ask students to prepare what they will need for the day between 8:20 and 8:30 and be ready to go at 8:30. Our school day will end at 3:09PM each day. On Fridays students will participate in asynchronous learning activities from 11:00AM- 3:09PM, in order for staff to participate in professional development sessions.

8:30AM-9:00AM

A Community Meeting will take place in all homerooms. This will be a way for teachers to get to know students, build relationships, and teach our social emotional skills curriculum.

9:00AM-3:09AM

K-5 Students will be engaged in English Language Arts (ELA), science, social studies, and math during the school day. Teachers will share individual schedules during the week of August 24th. The schedules will also be posted on Lambeerton's website. The literacy and math block will consist of whole group, small group and individual consultation where necessary. The amount of time on screen will vary depending on grade level and time of the year. Specialist activities (Art, Technology, PE/Health, Dance) will also be built into these schedules just like a regular school day.

6-8th grade students will engage in a schedule much like the one they would participate in during in person learning. Students will follow the schedule provided to them. They will have Specials (Art, Technology, PE/Health, Dance) built into this schedule as well.

Every Friday in the months of September and October our schedules will include more asynchronous learning activities, to accommodate staff professional development sessions. Students will start at 8:30AM and end their live instruction day at 11:00AM. Students are expected to complete their independent work during the afternoon hours, as assigned by their teachers.

This gives you a rough idea of what our days will look like. I hope this helps you to better understand what will be going on daily for your student.

Attendance Guidelines During 100% Digital Learning:

The following guidance for attendance during 100% digital learning will be implemented when students are NOT daily entering school buildings and, instead, receiving all digital instruction. Attendance will be:

1. Taken for each attendance bearing period for which the student is scheduled.
2. Recorded for all periods and for all students by the end of each school the day.

3. If a student attends fewer than all their classes each day and the student's parent or guardian has not provided a written excuse for the absence, the student will be considered cutting class.

Students are expected to:

1. attend school daily
2. be prepared each day
3. be ready to learn and engage in instruction
4. complete assignments on time each day for each class
5. adhere to the Student Code of Conduct at all times & abide by all internet policies/procedures
6. submit their work assignments for each day, by a pre-established deadline for completion of that work as communicated by the teacher and
7. dress in appropriate clothing: no explicit clothing or graphics, no pajamas.

Parents are expected to:

1. Have their children ready to engage every day in digital learning.
2. Support their children in logging into the system, if necessary
3. Assist with contacting support from teachers if their child is struggling.
4. Contact the teacher each time their child is unable to attend school on any day and provide the reason.
5. Share with the teacher or school-based staff any barriers to their child's continuous attendance that could impact the students educational achievement.

Reminders:

- Students must be logged in on time for the start of class and their lessons.
- Students need to show up every day, be present in class and participate.
- If a student is sick and not feeling well, let the teacher know in whatever way the teacher has indicated is best to communicate with them (email, text, DoJo message, phone call, etc.)
- The work that is being assigned is to help students grow academically. Students need to complete the work. If your student is struggling do not hesitate to reach out to their teacher.
- Anyone who needs a chromebook or a chromebook repaired can go to 440 N Broad st (SDP headquarters) between 9 and 2 and pick one up. You will need your student's ID number and your ID.
- Please review The School District of Philadelphia Calendar for the School Year 2020-2021 using this website ([link](#)).

I invite all parents to join us as partners in their child's education this school year. I know that this school year may look different because we are beginning it virtually. However, I am confident we will have a very successful school year! Please feel free to contact me at any time

on behalf of your child. Your suggestions and concerns are of importance to me and I look forward to working with you this school year.

Respectfully yours,

Antoinette Powell, Principal

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