



Principal Scott Huff - scott.huff@k21schools.org

Office: 907-225-5720 / Fax: 907-225-8822

Tongass Main Campus: 410 Schoenbar Road, Ketchikan, AK 99901

Tongass on Fairview, 3225 Fairview Avenue, Ketchikan, AK 99901

Website: TongassSchool.org • Facebook: <https://www.facebook.com/TongassSchool>

September 6, 2020

Hello TSAS Parents,

I hope I find you all healthy and well. I'm reaching out to help to provide some clarity for the upcoming school year. I know we are all dealing with changing information during an uncertain time.

I will be referring to the district's Smart Start Plan for many key points. For more clarification, please contact me or another office personnel.

Travel To/From School

During the COVID-19 pandemic, buses will be cleaned at the end of each route (morning and afternoon). Bus drivers will wear masks while on route, to the extent it does not interfere with their driving, for their personal protection and the protection of students in their care. Bus drivers must not report to work if they suspect they are sick, or if they have symptoms such as fever, difficulty breathing, or have been in contact with other people who have any confirmed respiratory illness or disease the last 7 days. *Smart Start Procedures*

Student Drop Off

TSAS on Fairview

Parents will be able to pull into the parking lot at the Fairview Annex site. It will be imperative that you use Carlanna Lake Rd to Fairview Ave when dropping off students. Please do not use Jackson coming up the hill and turn left onto Fairview as it will potentially hold up too much traffic having to cut across traffic to get into the parking lot. We don't want to cause jams and delays we don't need, especially with buses. You will come up Fairview from Carlanna and turn right to enter the Annex parking lot. Then, stay to the right and drive around the parking lot and stop by the entrance door closest to the handicapped parking signs. Students will be health checked in this area before entering the building. After drop off, you will leave the parking lot and turn RIGHT onto Fairview and proceed to Jackson Street. Buses will be dropping off in front of the building on Fairview. Student screening will take place at both doors entering the building. Students will be directed by staff.

Pick-up at TSAS on Fairview

Parents will pick up the same way they dropped off. Staff will be waiting by the door, and as parents drive up, students will be sent out to parents in the carpool line. Please do not park in front of the building because this is a bus loading and unloading zone.

Page Two – September 6, 2020

TSAS by the Rec Center

Drop off and pick up areas will be the same as last year. Students will be screened as they enter the building. Grades 3 and 4 will enter the office's main door from two separate lines directed by staff. Grades 5 and 6 will enter at the entrance found closer to the Rec Center, which leads directly into the now 5th-grade room.

Visitor Restrictions

The KGBSD will not allow normal visitation to district campuses until further notice as directed by the Superintendent and following the KGBSD plan for current risk level (Minimal Risk, Low/Medium Risk, High Risk). Only KGBSD staff are allowed on campus during preparation for reopening. *Smart Start Procedures*

Visitors on Campus

The safety of staff and students remains the district's primary concern. All visitors must check-in at the front office of each building and will be asked to have their temperature checked and will be asked to answer screening questions. Participation is important to help the district take precautionary measures to protect all visitors, staff, and students in the building. *Smart Start Procedures*

Parents will not be able to go to the classrooms or wait in the buildings for students. Masks are required in all buildings upon entering the building, even to drop off an item. Hand sanitizer and masks will be at the entrances of each building and used as needed.

District Food Services/Distribution

Bringing or sharing refreshments during meetings and the school day is prohibited to limit the risk of contamination. Snack items, candy, and drinks will not be provided until further notice, nor should students bring items for sharing to school. We ask that there be no food delivered. Personal deliveries, such as packages, should not be delivered to KGBSD. *Smart Start Procedures*

However, if lunch is left at home, please do bring it in and follow the building procedures when entering the building. Students may have a water bottle which they will keep at their desks during the day.

Thank you all for your patience and understanding during this uncertain time. Together we will provide the safest learning environment for our kids. We will get through this together and come out the other side stronger. There are opportunities in every situation even this one.

Warmly,

Scott Huff, Principal
Tongass School of Arts and Sciences