

***The Historic Samuel Coleridge Taylor Elementary School #122***

507 West Preston Street

Baltimore, Maryland 21201

Bettye M. Adams, Principal

August 17, 2021

Dear Parents and Guardians,

Welcome to the 2021-2022 school year at The Historic Samuel Coleridge Elementary School. I hope you had an enjoyable summer and are ready for in person learning! It was very exciting to see our scholars this spring and again for Summer Learning. We are looking forward to seeing one and all on Monday, August 30, 2021.

Our HVAC, sprinkler and fire alarm project is 98% complete. The air conditioning is WONDERFUL! We have also done a few touch ups to make our school ready to receive our scholars as we Reconnect, Restore and Reimagine!

As I am sure you can understand, opening school in person after virtual and hybrid learning for the last year and a half is exciting and comes with numerous changes. We are STILL in a pandemic and Health and Safety come first! I have highlighted some important information below:

- **Instruction**
  - o The instructional day is from 8:00 am - 2:40 pm each day. Please make sure your child is lined up at the entry door by 7:55 am.
  - o Bell schedules are determined by the district
- **Breakfast Schedule**

All students will be given a “Grab and Go” Breakfast upon arrival to be consumed in the classroom from 8:00 am – 8:20 am. There will be no cafeteria seating for breakfast.

**Entry**

Students will enter through the gold doors closest to the “Sammy Center” and wait for teachers in designated areas.

**Dismissal**

Students will be dismissed from the black top (rear of the building) near the playground in designated areas.

- **Attendance**

- o Daily Attendance is the most important factor to student success! Please be sure your child attends school every day. Set a regular bedtime and morning routines. We do not want our scholars to miss anything---Arriving on time is important!

- **Early Dismissal**

Unfortunately, there is no Early Dismissal for scholars after 2:00 pm except for an emergency or documented medical appointment. Early dismissals will impact grades for subjects missed AND attendance. Any scholar that is frequently absent, arrives late and/or is picked up early may be referred to the Office of Student Placement and or the Office of Truancy.

- **Mask Requirement**

ALL Scholars, Staff and visitors (age 2 and over) will be required to wear a mask for the duration of the time inside of the school building.

**Uniforms**

Yellow polo shirts (short or long sleeves) and Navy pants, skirts or shorts

**Visitor Policy**

As we continue to navigate the COVID pandemic, visitors will not be allowed into the classroom or office without a previously scheduled appointment. All visitors age 2 and older will need to wear a mask and remain in the lobby/office areas for service. Teachers are available for appointments during planning periods, before and after school. Teachers will not be interrupted during instructional time unless it is an emergency.

- **Grading**

- o Scholars will receive grades based on the following criteria

- Assessments – 70%

- Formative assessments (exit tickets, teacher made tests, etc.) 50%

- Summative assessments (District assessments) 20%

- Classwork & Homework – 20%

- Assignments given to the scholar during Synchronous or Asynchronous instruction

- Homework is to be completed during Asynchronous time

- Participation – 10%

- Scholars are expected to participate in lessons. This includes answering questions during the lesson, completing classwork and homework assignments

- **Homework**

- o Scholars will be assigned homework Monday through Thursdays

- o Each assignment will have a specific due date that it must be submitted to the teacher to receive credit towards their grade

- **Computers**

- o Scholars were given a laptop during Virtual Learning and will need to bring them to school for in person instruction. Do not send personal computers to school.

- **Office Hours**

Each teacher has blocks of time where they are available to conference with you or answer question. She/he will inform you of their specific hours. Virtual conferences are still an option.

- **COVID-19 Procedures**

- o BCPS has established guidelines based on the Centers for Disease Control (CDC) COVID-19 Guidance

- **Immunizations**

- o Even though we are in the middle of a pandemic ALL scholars' immunization must be up-to-date according to the Maryland State Department of Health

- o You will be receiving a letter from the school if your child is out-of-compliance with their immunizations. The letter will include information about how you can get the necessary immunizations for your child

- **Family Contact information**

- o Now more than ever it is important for the school to be able to reach families to provide information and updates. We are asking all families to contact the school 410-396-0783 to give us your updated email address, mailing address and contact phone numbers

- o We will be sending out information by email, Robo Call, Class Dojo, and through our Social Media outlets

- **Class Dojo**

Class Dojo includes both web based platform and an App, available free to download in the Apple and Google Play stores. Invitations to your child's Class Dojo account will go out electronically via email and/or text. We will send home connection information

- **Follow us on Social Media and keep up to date on the School Website**

- o Twitter

- o [Thehistoricsamuelcoleridgetaylorsschool.org](http://Thehistoricsamuelcoleridgetaylorsschool.org)

As always, we want to make sure that our scholars are receiving the best education possible, so we want to personally invite you to join us on this journey this year. We recognize that working together (school and home) we can assist our scholars achieve the goals we have for them. This year we will focus heavily on improving attendance to ensure scholars are maximizing

instructional time, planning personalized instruction for each of our scholars and supporting each of them emotionally.

I am honored to serve as your Principal. It is truly a privilege to be a part of a community where parents, teachers and scholars care for each other and strive to build positive relationships that support academic and social growth. Please feel free to call us at 410-396-0783 or 410—396-0784 Monday – Friday from 7:30 – 3:30 with any questions or concerns.

Sincerely,

Principal Adams

## **SAVE THE DATE**

Wednesday, August 25, 2021

11 am-- Grades Pre-K – 2

1 pm-- Grades 3-5

Virtual Parent Orientations

“Sneak a Peak”

(We will send you the Zoom Meeting link for you to attend)

- Meet your child’s teacher
- Receive your child’s schedule
- Hear the expectations for the year
- Ask Questions