

## ACED PROGRAM INFORMATION & CHANGES 2020 - 2021

### **CONTACT INFORMATION: Sharon Cornell, ACED Program Director**

Please note that the ACED email address is no longer used. All email should come to my staff email address, listed below. I will be in the ACED Office for a couple of hours each afternoon, and in the School Office during ACED hours. The ACED office phone will roll to the school office phone when I am there.

Email: [scornell@olpls.org](mailto:scornell@olpls.org)

ACED Office Phone: 816-251-1127 (1:00 – 6:00 p.m., Monday – Friday)

*If you are running late and will arrive after 6:00 p.m. to pick up your child from ACED, please call the ACED office phone number to let us know.*

**PROGRAM FORMAT:** This year, ACED will operate very differently from past years, to reduce the potential for virus transmission. Unfortunately, that means we will not be able to provide the same kinds of activities, and there may be more distraction from homework. Many of the changes are described below, along with ***action you need to take, (in red italics)***, to ensure your child has the best experience possible in our before and after school program.

- ***LABEL EVERYTHING!*** Every item your child brings to school should be labeled with his/her name. While this is suggested every year, it is especially important this year. The school's lost & found cabinet becomes filled with many items, including clothing and outerwear, lunch boxes and water bottles, school supplies, and personal items. This year, the children will bring more personal items than in the past, and access to the lost and found cabinet may be limited.
- **COHORT GROUPS and DISTANCING:** While students are kept with their homeroom group throughout the school day, ACED cohort groups will be grade level groups. K – 2 students will be in the Auditorium; grades 3 – 5 will be in the Gymnasium; and grades 6 – 8 will be in the Library. Grade levels will be divided among separate tables inside and play areas outside, and will maintain appropriate distancing at all times.
- **INDOOR ACTIVITIES:** This year, we are not able to let the children use shared school supplies or games. *All of our school supplies, games and activities have been put in storage.* Furthermore, we will not have children in the Computer Lab for the last hour. That means you will need to send items with your children for their entertainment and homework needs.
  - ***Send school supplies*** – Lower grades may need to bring a specific “ACED bag” with crayons, pencils and erasers, as teachers may require classroom supplies to be left at school. Kindergarteners are not allowed to do homework at ACED, but they do enjoy drawing and doodling. ***Label everything!***
  - ***Send quiet toys for both Morning and Afternoon care.*** Consider items your children can do quietly at their tables, either alone or at a distance with others. They may not share toys or supplies. Suggestions are: a small coloring book and crayons, small (quiet) toys, Mad Libs books, a deck of cards for solitaire, books to read, homework for grades 1 – 8 (and any supplies needed). Electronic hand-held games (on silent mode) may be used during the last hour of ACED (5:00 – 6:00). ***Label everything!***
- **SNACKS:** A healthy snack and milk will be offered daily, as in the past. However, ***you are welcome to send an extra snack*** if your child would like more than one, has particular preferences, or has allergy considerations.
- **MORNING DROP-OFF, AFTERNOON PICK-UP & FOBS:** Fobs will not be used this year and have been disabled. If you have one from last year, or from the ECC that you no longer need, just hold on to it for now.
  - ***Parents of Morning Care students must walk into the school office for temperature checks and drop-off.***
  - ***Parents of Afternoon Care students must come to the school office to sign out your child(ren).*** We will call them to the office for dismissal.