

**UPDATED:
10/16/20**



RUSD

RIVERSIDE UNIFIED
SCHOOL DISTRICT



2020-2021

IN-PERSON ATTENDANCE GUIDE

This is a fluid working document that may be adjusted as conditions and/or guidance changes.

PREFACE

Riverside Unified School District (RUSD) has developed plans that allow students to safely attend school and maximize their learning. This guidebook serves to provide Riverside Unified families with information related to in-person attendance at school facilities for the 2020-2021 school year. It takes into account the Governor's "Resilience Roadmap," the California Department of Public Health (CDPH) guidelines, and the most recent Riverside County health orders. The guidebook will continue to be updated based on any new information from the governing health agencies.



STAY CONNECTED



OR VISIT:

RIVERSIDEUNIFIED.ORG

A MESSAGE FROM OUR SUPERINTENDENT

October 16, 2020

Dear RUSD Families,

While 2020 has been an incredibly challenging year, I am personally gratified by seeing how much our families and students uphold the vital importance of schooling, even though it may look different this year.

Our In-Person Attendance Guidebook has been developed to provide guidance to our community despite the conflicting data and constantly changing information we all face daily. Our principals and teachers will utilize the District-approved safety procedures and our school community will be fully informed on how children will attend school in a safe environment that provides equitable access to all curriculum and activities, and fosters emotional wellbeing.

In addition, students with unique learning needs, IEPs, 504s, and English learners will continue to receive differentiated supports and the District as a whole will continue efforts to integrate more culturally relevant lessons across all subject matter and grade levels.

Now more than ever, we understand that communication and transparency are key. The Riverside Unified School District will communicate regularly with our families and staff as plans are revised to meet community health conditions and safety protocols. We want our parents and guardians to have current information when making decisions for their children.

Be assured that RUSD will comply with all State and County health regulations. We will be unwavering in our mission to keep our young people feeling safe and welcome by our educators. Thank you for your support and flexibility as we move forward with the next steps in reopening our schools to in-person attendance.

Sincerely,



David C. Hansen, Ed.D.
RUSD Superintendent

A handwritten signature of David C. Hansen in black ink. The signature is stylized and cursive, matching the printed name above it.



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GUIDING PRINCIPLES



HEALTH & SAFETY PRECAUTIONS

The health and safety of our students, staff, and families is of utmost importance. Our plan to reopen schools is based on guidance from public health officials and state agencies.



EQUITY

Equity for RUSD is accomplished when access is based on need, and every student is provided with what they individually require to learn and succeed to fulfill their academic and social advancement.



COMMUNICATION

We ensure that timely and accurate information is provided to students and families.



SYSTEMIC PROTOCOLS

We strive to have structured processes to support the opening of schools.

HEALTH AND SAFETY PRECAUTIONS

While important to address health and safety, we must also place focus on academic instruction and extracurricular programs to enhance student performance, encourage connectedness, and address learning loss. When Phase 2 of in-person instruction begins in the Riverside Unified School District (RUSD), school will look much different than previous years. As students return, school will look different in these ways:

CLASSROOM SETUP

- Each teacher will have a rolling plexiglass barrier in their classroom.
- All students will have a plexiglass desk partition.
 - Middle and high school students will wipe down their desk and shield at the start and end of each period.
- Desks will be arranged all facing forward to minimize face-to-face contact.
- Students will not share school or personal items and will be provided supplies such as books, pencils, scissors, and crayons.
- Hand sanitizing stations will be provided at various locations on campus.
- Hand sanitizer will be available in each classroom.
- Class sizes will be divided in half, as closely as possible, into A and B groups to limit the number of students on campus and in classrooms.
- Signage and floor markers for social distancing will be displayed and must be followed.
- Use of drinking fountains will be suspended except for the filling of water bottles.

SCREENINGS

- Students and adults are recommended to self-screen for COVID-19 symptoms such as fever, cough, shortness of breath, muscle aches, headache, loss of taste or smell, congestion, sore throat, runny nose, nausea, or vomiting. Anyone experiencing these symptoms should not come to school.
- Student temperatures will be checked upon arrival to campus. Anyone with a fever of 100.4 or higher will be sent home.

ACCESS TO CAMPUS

- Visitors and volunteers on campus will be restricted. This will be revisited as the year progresses and as health circumstances change.
- School sites will have signage posted throughout campus to remind students and staff of healthy hygiene practices, social distancing, and face coverings.
- School sites will have designated routes for entry and exit, as well as a path of travel.
- Meetings with families and the public will be conducted by telephone or videoconference.

FACE COVERINGS & PROTECTIVE EQUIPMENT

- Students and staff will use face coverings when:
 - on the bus.
 - waiting to enter school and the office.
 - on school and District property (except when eating or drinking).
 - leaving school.
- Face coverings will be provided to all staff and students.
- Face shields will also be provided to staff with specific job specifications and some students with special needs.
- Students may bring personal face coverings or neck gaiters following the dress code policy.
- Parents must wear facial coverings at all times when on campus.

In order to comply with the California Department of Public Health (CDPH) guidance, schools must exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school. Schools will provide a face covering to students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions.

FACE COVERING EXEMPTIONS:

- Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering are exempt. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance.
- Persons who are hearing-impaired or communicating with a person who is hearing-impaired, where the ability to see the mouth is essential for communication, are exempt.
- Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines, are exempt.

HYGIENE PRACTICES

Follow Five Steps to Wash Your Hands the Right Way

Washing your hands is easy, and it's one of the most effective ways to prevent the spread of germs. Clean hands can stop germs from spreading from one person to another and throughout an entire community—from your home and workplace to childcare facilities and hospitals.

Follow these five steps every time.



1

Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.



2

Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.



3

Scrub your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.



4

Rinse your hands well under clean, running water.



5

Dry your hands using a clean towel or air dry them.

ON CAMPUS AND IN THE CLASSROOM

Social distancing will limit the spread of COVID-19. Schools will adhere to the following strategies to maintain social distancing as much as possible:

- Movement of students and teachers or staff will be minimized as much as practicable.
- Elementary students will attend recess with their group of students, will avoid touching others and maximize distance from one another.
- Secondary schools will follow a block schedule to minimize daily transitions.
- During in-person instruction, space between desks will be maximized and markings on classroom floors will be used to promote distancing.
- Social distancing will be used to the extent practicable in locations where students assemble, including lunch and recess/stretch breaks.
- Grab N' Go Meals will be prepared in a pre-packaged style. Special dietary needs will be considered when planning food items where possible.
- Classrooms and offices will be cleaned daily.
- High-touch surfaces will be cleaned regularly.



COVID-19 PROTOCOL AND NOTIFICATION

RUSD will follow the California Department of Public Health ([CDPH](#)) guidelines.

STUDENT OR STAFF WITH:	ACTION:
1. COVID-19 symptoms (e.g. fever, cough, loss of taste or smell, difficulty breathing)	<ul style="list-style-type: none"> • Send home • Recommend testing (<i>if positive, see #3, if negative, see #4</i>) • School/classroom remains open • No school community notification
2. Close contact with a confirmed COVID-19 case	<ul style="list-style-type: none"> • Send home • Quarantine for 14 days from last exposure • Recommend testing (<i>but will not shorten 14-day quarantine</i>) • School/classroom remains open • Consider school community notification of a known contact
3. Confirmed COVID-19 case infection	<ul style="list-style-type: none"> • Notify Riverside County Public Health. Isolate the case and exclude from school for 10 days from symptom onset or test date. Identify contacts (†), quarantine and exclude exposed contacts (likely entire cohort (††)) for 14 days after the last date the case was present at school while infectious • Recommend testing of contacts and prioritize symptomatic contacts (but will not shorten 14- day quarantine) • Disinfection and cleaning of classroom and primary spaces where case spent significant time • School remains open • School community notification of a known case
4. Tests negative after symptoms	<ul style="list-style-type: none"> • May return to school three (3) days after symptoms resolve • School/classroom remains open

(†) A contact is defined as a person who is <6 feet from a case for >15 minutes. In some school situations, it may be difficult to determine whether individuals have met this criterion and an entire cohort, classroom, or other group may need to be considered exposed, particularly if people have spent time together indoors.

(††) A cohort is a stable group with fixed membership that stays together for all courses and activities (e.g., lunch, recess, etc.) and avoids contact with other persons or cohorts.

CONSIDERATIONS FOR PARTIAL OR TOTAL SCHOOL CLOSURE

Once schools return to in-person instruction, schools are not required to close again if the County sees an increase in case rates or positive testing percentages. However, individual school closure is recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following consultation with the local health department.

Individual school closure may occur when there are multiple cases in multiple groups (A/B) at a school or when at least 5% of the total number of teachers/students/staff are cased within a 14 day period. A superintendent may close a school district if 25% or more of schools in a district have closed due to COVID-19 within 14 days, and in consultation with the local public health department.



EMPLOYEE TESTING

- Once schools are providing in-person instruction, it is required that screening and testing be implemented based on the local disease trends.
- RUSD has arranged for testing for school site staff as per the California Department of Public Health ([CDPH](#)) guidelines.
- School staff includes teachers, paraprofessionals, cafeteria workers, custodians or any other school employee that may have contact with students or other staff.



PROGRAM OVERVIEW



IN-PERSON PROGRAM PHASE 2 AND 3



RUSD is proud to offer program choices for our families. This guide is specific to in-person attendance during Phase 2 and 3 of the In-Person Hybrid Instructional Model.

Phase 2: During Phase 2, students will return to campus for in-person instruction one day per week. Students will be placed into groups that physically come to school on different days of the week in order to increase social distancing. Students placed in Group A will physically come to school on campus on Tuesdays and participate in distance learning on Monday, Wednesday, Thursday, and Friday. Students placed in Group B will physically come to school on campus on Thursdays and participate in distance learning on Mondays, Tuesdays, Wednesdays, and Fridays.

Phase 3: Students will physically come to school during regular school hours two days per week. Students in Group A will physically come to school on campus on Mondays and Tuesdays. Students in Group B will physically come to school on campus on Thursdays and Fridays. On the days students do not come to school on campus, they will participate in distance learning instruction during typical school hours.

Students who participate in **special day classes** will return during Phase 2 and 3, with a different schedule than general education students.

Returning to in-person attendance has not yet been determined for **preschool students**. Parents of preschoolers will be notified when in-person attendance will resume.

INSTRUCTIONAL SCHEDULES

Instructional schedules are being finalized for in-person attendance. Please be on the lookout for a separate communication specific to instructional schedules.

We thank you for your continued support and dedication to education in RUSD.



MEAL SERVICE

During the school year, Nutrition Services will continue to provide meals to all students in all programs. Families are encouraged to apply for the Meal Program using the RUSD Funding Form. To apply, please visit riversideunified.org/departments/nutritionservices or call Nutrition Services at (951)352-6740.

ELEMENTARY	SECONDARY
<p>Elementary Site On Campus: Grab N'Go Meals will be prepared in a pre-packaged style.</p> <p>Breakfast: Breakfast will be sent home with each student at the end of each day of in-person attendance for students to consume at home.</p> <p>Lunch: Lunch will be served from the cafeteria.</p> <p>Students will dine with their assigned student groups, in areas designated by each school site, maintaining social distancing.</p> <p>As students exit campus, Grab N' Go Meals for the next day(s) will be provided to each student for day(s) the student is not in-person.</p>	<p>Secondary Site On Campus: Grab N' Go Meals will be prepared in a pre-packaged style.</p> <p>Breakfast: Breakfast will be sent home with each student at the end of each day of in-person attendance for students to consume at home.</p> <p>Lunch: Lunch will be served utilizing multiple serving areas throughout the campus.</p> <p>Students will dine with their assigned student groups, in areas designated by each school site, maintaining social distancing.</p> <p>As students exit campus, Grab N' Go Meals for the next day(s) will be provided to each student for the day(s) the student is not in-person.</p>
<p>Elementary Site Off Campus: Grab N' Go Meal service for students off campus will be available at all RUSD locations, except EOC and STEM Academy, on Tuesdays and Thursdays from 11:15am - 12:45pm.</p>	<p>Secondary Site Off Campus: Grab N' Go Meal service for students off campus will be available at all RUSD locations, except EOC and STEM Academy, on Tuesdays and Thursdays from 11:15am - 12:45pm.</p>

TRANSPORTATION

Transportation services will continue to be offered for students during in-person attendance. We are dedicated to all RUSD students and the community of Riverside. If you have any questions regarding transportation, please contact the Department of Transportation at (951) 788-7135 ext. 83019.

- A daily cleaning regiment has been implemented in all busses to disinfect with a heightened awareness to all high-touch areas according to CDC guidelines.
- Only one bus will be in the loading/unloading zone at any one time.
- All students and the driver will be required to wear face coverings during the entire bus ride.
- To maximize social distancing, students will load the bus from the back to the front, sitting in seats with identified signage.
- Unloading will be from front to back to minimize students crossing paths and close contact with other students.
- Windows will be open as much as feasible to increase air circulation within the bus.



ACCESS TO ADDITIONAL SUPPORTS AND INTERVENTIONS

TUTORING

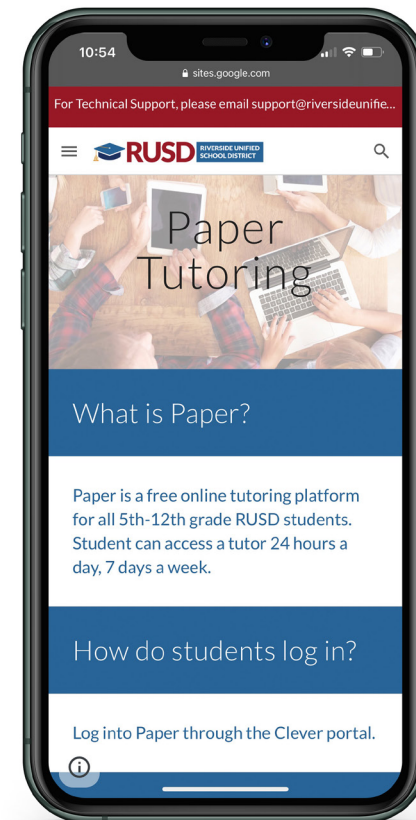
Paper Tutoring, a new tutoring service, will be available to all students Grades 5-12 for FREE. Paper allows students to receive live-tutoring, 24/7 and is available in any subject in both English and Spanish. Paper can also help with essay writing support by reviewing essays and providing feedback on how to improve grammar, content, and structure within 24 hours of submission. Please look for further communication on the implementation of this tutoring service. We anticipate this launch to take place at the end of October.



FREE ONLINE TUTORING

- Starting October 19th
- Chat with tutors 24/7
- Unlimited Sessions
- Any academic subjects
- Essay review

[CLICK HERE FOR DETAILS](#)



HEARTS AND PRIMETime

Virtual tutoring is available from RUSD's Expanded Learning staff through the HEARTS (grades TK-6) and PRIMETime (grades 7-8) program for in-person students attending the listed schools and virtual program students from the following home schools:

ELEMENTARY SCHOOLS		
Adams Elementary	Highgrove Elementary	Magnolia Elementary
Alcott Elementary	Highland Elementary	Monroe Elementary
Beatty Elementary	Jackson Elementary	Mt. View Elementary
Bryant Elementary	Jefferson Elementary	Pachappa Elementary
Emerson Elementary	Liberty Elementary	Victoria Elementary
Fremont Elementary	Longfellow Elementary	Washington Elementary
Hawthorne Elementary	Madison Elementary	

MIDDLE SCHOOLS		
Central Middle	Earhart Middle	Sierra Middle
Chemawa Middle	Gage Middle	University Heights Middle

Students may take part in live, drop-in class/homework support, small-group tutoring sessions, and academic enrichment activities between the hours of 3:00 pm and 6:00 pm Monday through Friday. Spanish-speaking tutors are available to support English learners and the Dual Language Immersion Program. To register, use the provided link: [HEARTS-PRIMETime Registration Form](#) For more information, please contact Alexis Mueting, Expanded Learning Teacher on Special Assignment, at amueting@riversideunified.org or (951) 788-7135 ext. 56112.

Tutoring for Dual Language Immersion students

RUSD's Poly High School students are providing tutoring for elementary students in the Dual Language Immersion Program. Space is limited. Please contact your school site's principal if you are interested.

SPECIAL EDUCATION

Special education, related services, and any other services required by a student's Individualized Education Plan (IEP) will be offered to the extent practicable.

IEP meetings will be convened virtually for students in all instructional programs. This means parents and other members of the IEP team will have an opportunity to participate through a platform such as Google Meets or by telephone.

Special Education evaluations will be conducted virtually or in-person following health and safety precautions and guidance issued by the State and local health authorities.

Students who receive pull-out services such as speech and language or RSP, or who mainstream into another classroom for a portion of their day, will remain in their classroom and participate in the session virtually using a platform such as Google Meet while wearing headphones with a microphone.

Specialized IEP related services provided by outside agencies, such as a private duty nurse, will continue to be provided following health and safety guidelines.



SOCIAL EMOTIONAL SUPPORTS AND FAMILY RESOURCES

The District is committed to reengaging and reconnecting with students and supporting their social and emotional needs. A focus on social-emotional learning (SEL) is critical as students and staff adjust to hybrid learning and students encounter significant disruption to their personal and academic lives. SEL lessons will continue to be delivered by teachers and support staff.

Student Assistance Program (SAP) Counselors are assigned to every school throughout the District. SAP Counselors provide individual and group counseling, social skills development, and classroom lessons. For information related to SAP at each school, contact site administrators or Dr. Katarina Roy Schanz, Director of Wellness and Engagement, at kroyschanz@riversideunified.org or (951) 352-1200 ext. 83302. In addition, [Care Solace](#) a local partner organization, connects families and staff with mental healthcare resources and providers in our community.

Please visit the [RUSD Virtual Wellness Center](#) to discover ways to enhance your overall well-being.

FAMILY RESOURCE CENTER

The RUSD Family Resource Center's mission is to improve student learning and development, strengthen family practices, and leverage school programs by integrating resources and services from the community. Family Resource Center services promote student and family wellness and foster opportunities for family and community engagement through:

- Connections to district supports including health services, counseling, early childhood programs, homeless and foster services, dropout prevention, and adult education.
- Linkages to community resources and referrals for food, clothing, shelter, health services, childcare, crisis assistance, among other resources.
- Family webinars and virtual workshops that provide practical tools to support distance learning, student wellness, family engagement and leadership development.

To connect with the RUSD Family Resource Center, call (951) 328-4003 and leave a detailed message. Visit the RUSD [Family Resource Center](#) webpage and follow on [Facebook](#) to learn more.

DEVICES AND CONNECTIVITY

Students may be asked to bring devices to and from school to facilitate individualized support. If your child is in need of a device or hotspot for internet connectivity, please call the RUSD Tech Support Hotline and someone will assist you. For the safety and security of our students, all devices (Chromebooks) checked out from RUSD are equipped with a content filter.

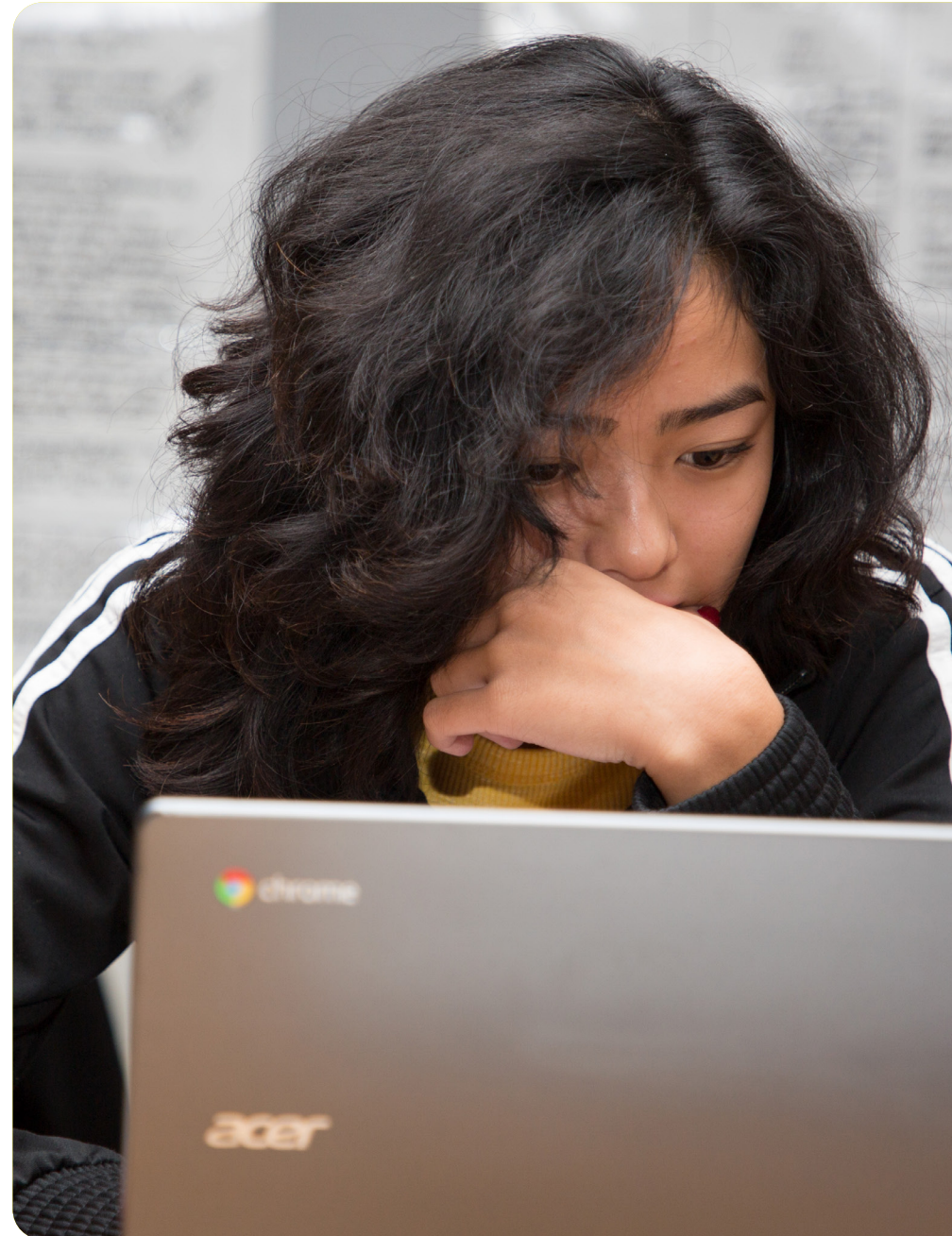
You may qualify for affordable internet if your student qualifies for the school meal program, also known as the National School Lunch Program. For information on internet providers, please visit www.everyoneon.org/cetf.

If your child is in need of technical assistance, please use the following contact methods and someone will assist you as soon as possible.

RUSD Tech Support Hotline: (951) 208-7185

RUSD Tech Support Email: support@riversideunified.org

**CLICK HERE FOR
TECH SUPPORT**



CONTACT INFORMATION

PROGRAM	CONTACT PHONE NUMBER
Family Resource Center	(951) 328-4003
Home Based Program	(951) 276-7670
In-person Program	Contact your assigned school site office
Nutrition Services	(951) 352-6740
Special Education	(951) 352-1200 ext. 83503
Student Assistance Program	(951) 352-1200 ext. 83302
Tech Support	(951) 208-7185
Transportation	(951) 788-7135 ext. 83019
Virtual Program	Contact your assigned school site office

2020-2021 SCHOOL CALENDARS

RIVERSIDE UNIFIED SCHOOL DISTRICT Standard School Calendar 2020-2021

S M T W T F S JULY 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S AUGUST 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S SEPTEMBER 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S OCTOBER 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
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LEGAL & LOCAL HOLIDAYS

JUL	3	- Independence Day Observed
SEP	7	- Labor Day
NOV	11	- Veterans' Day
	26	- Thanksgiving Day
DEC	24	- All Facilities Closed
	27	- All Facilities Closed
	25	- Christmas Holiday Observed
	31	- (In Lieu of Admissions Day)
JAN	1	- New Year's Holiday Observed
JAN	18	- Martin Luther King's Day
FEB	12	- Lincoln's Day
	15	- Presidents' Day
MAY	31	- Memorial Day

November 23 - 27 All Facilities Closed
December 21 - 25 All Facilities Closed

Board Approved 9/3/19
*Board Approved 12/17/19
*Holiday Noted: December 31

IMPORTANT DATES

AUG	5	- New Employee Welcome
AUG	6-7	- All Teachers on Duty
AUG	7	- First Day for 7th Grade
AUG	10	- Classes Begin
OCT	9	- End of First MS/HS Quarter (MS Not in Session)
OCT	30	- Elementary Minimum Day
NOV	5-6	- Parent/Teacher Conferences (Elementary Not in Session)
NOV	6	- End of First Trimester (Elementary sites only)
NOV	23-27	- Thanksgiving Recess
DEC	18	- End of First MS/HS Semester (MS/HS Not in Session)
DEC	21 thru Jan 1	- Winter Recess
JAN	4	- Classes Resume
FEB	19	- Elementary Minimum Day
FEB	26	- End of Second Trimester (Elementary sites only)
MAR	12	- End of Third MS/HS Quarter (MS Not in Session)
MAR	22-26	- Spring Recess
MAR	29	- Classes Resume
MAY	14	- Elementary Minimum Day
MAY	25	- End of High School & 7th Grade
MAY	26	- End of Elem & 8th Grade
MAY	26	- Last Day for Elem/MS/HS Teachers

DISTRITO ESCOLAR UNIFICADO DE RIVERSIDE Calendario Escolar Convencional 2020-2021

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DÍAS FESTIVOS LEGALES Y LOCALES

JUL	3	- Día de la independencia
SEP	7	- Día del trabajo
NOV	11	- Día de los veteranos
	26	- Día de acción de gracias
DIC	24	- Todas las instalaciones están cerradas
	25	- Observación de las fiestas navideñas
	31	- (En lugar del día de admisión)
ENE	1	- Observación de Año nuevo
	18	- Día de Martin Luther King
FEB	12	- Día de Lincoln
	15	- Día de los Presidentes
MAY	31	- Día de conmemoración de los caídos en batalla

23 - 27 de noviembre todas las instalaciones están cerradas
21 - 25 de diciembre todas las instalaciones están cerradas

Aprobado por la junta de Educación el 3 de septiembre de 2019
*Aprobado por la junta de Educación el 17 de diciembre de 2019
Día festivo indicado: 31 de diciembre
El calendario también está disponible en inglés

FECHAS IMPORTANTES

AGO	5	- Bienvenida a los nuevos empleados
AGO	6-7	- Todos los maestros se reportan a trabajar
AGO	7	- Primer día de clases para el 7° grado
AGO	10	- Inicio de clases
OCT	9	- Fin del primer cuatrimestre secundaria/preparatoria (No hay clases en la secundaria)
OCT	30	- Día de horario reducido en la primaria
NOV	5-6	- Conferencias de padres/maestros (No hay clases en la primaria)
NOV	6	- Final del primer trimestre (solo escuelas primarias)
NOV	23-27	- Vacaciones por el Día de acción de gracias
DIC	18	- Fin del primer semestre secundaria/preparatoria (No hay clases en la secundaria y preparatoria)
DIC	21 thru Jan 1	- Vacaciones de invierno
ENE	4	- Reanudan las clases
FEB	19	- Día de horario reducido en la primaria
FEB	26	- Fin del segundo trimestre (solo escuelas primarias)
MAR	12	- Fin del tercer cuatrimestre secundaria/preparatoria (No hay clases en la secundaria)
MAR	22-26	- Vacaciones de primavera
MAR	29	- Reanudan las clases
MAY	14	- Día de horario reducido en la primaria
MAY	25	- Fin de año para las preparatorias y 7° grado
MAY	26	- Fin de año para las primarias y 8° grado
MAY	26	- Último día para maestros de primaria/secu/prepa