



Harwood Career Preparatory Academy  
3013 First Avenue, Evansville, Indiana 47710  
Phone (812) 435-8316 Fax (812) 435-8881  
[www.evscschools.com/aisfirst](http://www.evscschools.com/aisfirst)

Dear Harwood Family,

Welcome to the 2020-2021 school year! This is going to be a unique school year for everyone, but our goal remains the same: to keep your child safe, help your child graduate from high school, and prepare them for college or a career. In that spirit, we wanted to help you prepare for the year with some important information.

As you know, Harwood has moved! Your student will now attend school at the building that currently houses the Academy for Innovative Studies, at 2319 Stringtown Road. This is a temporary move, and we will return to the Harwood campus once social distancing is no longer required. We promise that students will still receive the support and encouragement that they need.

Some items to note: Harwood students will all be in one wing of the building, separate from AIS students. All of our students will remain in this wing for breakfast, lunch, gym, and restroom usage. Lunches will take place in classrooms, where students will be socially distanced from their peers. While students will have lockers, these will be spaced out from one another, and students will only visit lockers at the beginning and end of each day. Classes will be 45 minutes long and will meet every day.

For arrival and dismissal: Harwood will use entry door #30 off Wedeking for the beginning of the day drop off and end of the day pick up. Students will not be allowed to enter the school building until 7:45 a.m. They will report directly to their first period classroom, after visiting their locker, and will be supervised until class starts at 8:04 a.m. Students who do not eat breakfast at school are encouraged to arrive closer to 8:04 a.m., if feasible.

School ends at 2:55. At the end of the day, students will be released from class for the school buses in groups rather than all at once. Students will be kept socially distanced as much as possible while waiting for car rider pick up. Car rider vehicles should form a line along Wedeking Avenue toward the Bedford Avenue end of the

street (near the track) to avoid the bus pick-up line. All drivers and passengers should remain inside the vehicle during pick up.

You may have been wondering about Chromebooks. Chromebooks will go home each day to ensure that every student has a computer in the event that we have to switch to virtual learning. Chromebooks will need to be charged and brought back to school every day for classroom usage. Having chromebooks checked out to individual students will also help reduce the spread of germs and Covid-19. It is extremely important that students take good care of their Chromebooks, so please encourage them in this.

**The procedure for handling any positive cases or exposure to Covid are as follows:**

- Parents/guardians are to contact their student's school to report that their student has tested positive and/or had close contact (within 6 feet for 15 or more minutes) to another person that has tested positive.
- A student who is identified as a close contact (within 6 feet for 15 or more minutes) to another individual who has tested positive should quarantine for 14 calendar days.
- School administrators and the school nurse will work with the health department to contact trace and determine possible close contact to other students and staff. If your child meets the health department's close contact definition (within 6 feet for more than 15 minutes), you will be contacted.
- All areas used by a person that tested positive for COVID-19 will be cleaned and disinfected (e.g., offices, bathrooms, and common areas) per guidance by local, county and state health departments.

We need your help! Every day, screen your student for any symptoms of Covid-19, such as fever and cough, and keep them home if they have symptoms. If you are to enter the school building, make sure you are not experiencing any symptoms. Staff will self-screen as well. Students and staff returning to school must be free of symptoms and fever free for 72 hours without the use of fever-reducing medication.

Please know that we will do everything possible to keep your child safe, while providing them an education and the tools they need to be successful in life. In an effort to keep everyone safe, we highly recommend encouraging your child to wear a mask throughout the day at school. This safety measure will dramatically reduce the spread of COVID-19 to students, staff, and families. Masks will be **required** on the school bus and in the hallways.

Because this is a new dynamic for students, we will begin school this year by bringing in half of our students for three days and then the other half. **Specifically,**

**the first part of the alphabet (A-J)** will come to school on **August 19, 20 and 21.** (Students living in the same household with different last names would all attend those three days.)

**The second part of the alphabet (K-Z) will then come August 24, 25 and 26. All students will then return beginning Thursday, August 27.** This will help students get accustomed to the practices and protocols we have in place.

For additional information, go to our reopening website at <https://sites.google.com/evsck12.com/harwoodschoolreopening/home>. And as always, if you have any concerns, please contact me at 812-435-8316 or [kristine.eichholz@evsck12.com](mailto:kristine.eichholz@evsck12.com).

Warmest regards,

***Kristine Eichholz***

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Principal