

Tobin K-8 Arrival Plan SY'2020-2021



Arrival Busses:

Cohort A – B477, B478, HS305, HS442, MS033, MS232

Cohort B – B469, B543, HS295, HS340, MS024

Arrival/Grab & Go Breakfast Routine:

Upon entry to school, students will pick up a grab & go breakfast and take it to their classroom where it can be enjoyed during the first 15-20 minutes of the school day. **K-5 students** will pick-up a Grab & go breakfast at the main entrance of the school. **Grade 6-8 students** will enter the school using the cafeteria door and will pick-up a Grab & Go breakfast inside the cafeteria and transition directly to homeroom to enjoy.

Arrival Schedule/Admin Posts: Principal Toledano (cafe door). A.P. Ekhomu, (main entrance way). D.I. Holly (main entrance deck for new families). Ms. Hendricks (main office). Ms. Perez (Smith Street Busses will ensure students maintain social distancing while exiting bus.

- **9:10 A.M. – All middle school educators and ARTS/Specialists are signed in and on morning duty to welcome students and families.**
- **9:15 A.M. – All K-5 educators are signed in and on morning duty to welcome students and families.**
- **9:15-9:30 – K-5 students will enter the Tobin School through the main entrance door. Grade 6-8 students will enter the Tobin School through the cafeteria door. All students may pick-up a *Grab & Go Breakfast* and transition directly to homeroom.**

Arrival Duty Posts/Locations @ 9:15am

1. HR Educators for ABA, K0, K1, and K2 will greet and welcome students at the classroom door. HR001 and HR104 Paraprofessionals will greet and welcome students and families at the main entrance door. ABA paras from HR108 and HR211 will tag-team transition students from the School bus on Smith Street to the main entrance and into HR108 and HR211.

2. HR Educators for grade 1-8 will greet and welcome students at the door of their homeroom/classrooms.

3. Non-homeroom educators will refer to their arrival post/location below:

K0/K1/K2 Team:

Ms. Connery, ABA Program Specialist
*Ms. Gens / ^Ms. Valdez
*Ms. Popstein / ^Ms. Williams
Mr. Wallace, HR109
Ms. Bonilla, HR001
Ms. Colon, HR104

Post/location:

Classroom welcome student/families breakfast
*Bus Pick-up, ^Main entrance deck to classroom 108
*Bus Pick-up, ^Main entrance deck to classroom 211
*Bus Pick-up transition to classroom 109
*Bus/Main entrance pick-up to classroom 001
*Bus/Main entrance pick-up to classroom 104

4. Cafe, Main Entrance Park:

Ms. Macdonald
Ms. McKendall
Mr. Sheehan
Ms. Carter
Ms. Gray
Ms. Liu
Ms. Rosa

Post/location:

Grab & go breakfast support Café
Grab & go breakfast support Café
Grab & go breakfast support Café
Grab & go breakfast support Main entrance
Grab & go breakfast support Main entrance
Park to School/Café Transition Team
Park to School/Café Transition Team

5. Lobby, Academy, Stairwell:

Ms. Barry
Ms. Gichuru
Ms. Cennamo
Ms. Ogarra
Mr. Gordon
Ms. Harvey

Post/location:

Peace Academy Hallway Captain
Sunshine Academy Hallway Captain
Ubuntu Academy Hallway Captain
Ubuntu Academy Bridge/Doorway Transition Leader
Hallway/Stairwell Transition Leader (YLA/Ubuntu)
Main Lobby Doors Greeter (Peace Academy)

6. Leadership Staff:

Efrain Toledano, Principal
Toya Hendricks, Secretary
Jessica Ekhomu, Assistant Principal
John Holly, Director of Instruction
Suzette Connery, ABA Specialist
Maria Perez

Post/location:

Welcome / Café Entrance Door Grade 6-8
Main Office
Welcome / Main Entrance K-5
New Families / Main Entrance Deck, K-8
ABA Classroom Support, HR108/211
Arrival Busses