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Francis Tuttle Technology Center

francistuttle.edu/return-to-learn

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Return to Learn Roadmap

Over the past few months, the Francis Tuttle leadership team has been working on a Return to Learn plan for the 2020-2021 school year. Our goal is to offer quality programs while taking every precaution to ensure the health, safety, and well-being of all students, faculty, and staff. With these objectives in mind, we are announcing our plans for the coming school year regarding school operations, health and safety, program delivery, and student support. The information below provides the key details for students to prepare for the coming school year. Additional information will be provided by the student's specific program during orientation.

1. School Operations

Delivery of Instruction

Francis Tuttle will be providing on-site instruction for the 2020-2021 school year. Each program will have the ability to provide some flexibility to students to work on curriculum through distance learning. However, due to the nature of Francis Tuttle's programs, students will be required to complete the hands-on components of the program on-site. A districtwide transition to distance learning may be necessary throughout the school year should the pandemic warrant such a response.

School Calendar and Class Schedules

Francis Tuttle will be following the traditional school calendar and normal morning, afternoon, and evening session start and end times. Regular classes will begin on August 17th. Some adult programs may have a different start date. Please refer to your specific program information for more details.

The Francis Tuttle calendar for school year 2020-2021 is available at:

<https://www.francistuttle.edu/academic-calendar>

Transportation

High school students who will be riding a bus to and from their high school will follow the guidelines provided by their school district.

2. Health and Safety Guidelines

Francis Tuttle will follow the best practices from the CDC and the Oklahoma County Health Department and as such will be implementing the following precautions:

Daily Health and Safety Protocols

- Daily temperature checks of students, faculty, and staff upon arrival
- Face coverings will be required
- Social distancing will be emphasized
- Regular cleaning of learning environments, labs, and restrooms.

Response to Exposure and Return to School

In the event that a student or staff member who is or has been on campus tests positive for COVID-19, the following will take place:

- That individual will remain away from all campuses and self-isolate for a period no less than 14 days. Contact tracing will occur and anyone who has had close contact (within 6 feet for a period of 10 minutes or more) with someone positive for COVID-19 will also stay home for 14 days after the time of suspected exposure. This is based on the time it takes for the illness to develop.
- Any student who tests positive or has COVID-19 symptoms may return to school after three days with no fever and diminished respiratory symptoms and ten days since symptoms first appeared. Two consecutive negative COVID-19 tests given 24 hours apart would also indicate that a student may return to school. The negative test results should be provided to the school upon return.

3. Program Delivery

Orientation

Francis Tuttle teachers and instructional leaders will be communicating with students prior to the beginning of school to provide a comprehensive orientation.

Personalized Learning Plan

Students will have the opportunity to complete a survey before the start of class. Information from the survey will be used by Francis Tuttle instructional leaders and teachers to develop a Personalized Learning Plan for each student. The personalized learning plans represent our commitment to ensure that each student has the opportunity to be successful.

Communication with Teacher(s)

The Canvas learning management system will be used by teachers to communicate program-related items, deliver curriculum, and create a positive and supportive learning community. Additionally, Canvas will be used for welcoming students to Francis Tuttle before the start of school in August.

Attendance and Grades

Our attendance policy will be revised for the 2020-2021 school year to accommodate the unique circumstances and challenges brought on by the pandemic. These changes will be communicated to students (and parents if applicable) in detail before the start of class. Attendance and curriculum progress requirements for adult students receiving federal financial aid will also be explained before the start of class.

Hands-on Labs

The hands-on components of our programs remain a vital component for students to develop skills and demonstrate proficiency. Hands-on labs will continue to be a focal point of our programs this school year and we will be taking precautions to ensure the safety and well-being of all students and teachers.

Clinical Requirements for Licensure Programs

Licensing programs have unique requirements for hands-on training at clinical sites. We are working with the licensure governing boards and our clinical partners to ensure students have the opportunity to participate in these critically important worksite experiences and complete their programs.

4. Student Support

School Resources for Students

A comprehensive list of resources to assist students with the completion of their program will be provided to students during orientation.

Personal Resources for Students

Students will have the opportunity to complete a support survey before the start of class. Information from the survey will be used by Francis Tuttle instructional leaders and teachers to develop a Personalized Support Plan for each student. The personalized support plans represent our commitment to ensure that each student has the support they need to be successful.

Adult Students Receiving Federal Financial Aid

Many of our programs are eligible for federal financial aid. Specific guidelines for adult students receiving federal financial aid during the 2020-2021 school year are available at:

<https://www.francistuttle.edu/admissions-costs/financial-aid>

Technology for Distance Learning

Francis Tuttle will be prepared to transition to a distance learning format should the need arise. The student surveys will be used to ensure we have the technology necessary to support students during a transition to a distance-learning format.