

Grimsley High School
801 North Josephine Boyd Street
Greensboro, North Carolina 27408
336-370-8180

Step 1: Communicate with Student and Parent

- As soon as the issue with the elevator is identified, Grimsley High School (GHS) will immediately communicate with the affected student(s) and parent(s) to inform them of the situation and discuss alternative arrangements.

Step 2: Identify a Temporary Location

- The GHS will identify a temporary location for the class to be located while the elevator is out of service. This could be a classroom on a different floor, a library, or another area that is easily accessible.

Step 3: Create a Schedule

- The GHS will create attempt to schedule for the student to use accessible ramps to access their classes on floors that are not affected by a broken elevator. This schedule will take into account the student's class schedule and ensure that they have enough time to move between classes.

Step 4: Collaborate with District Maintenance

- The GHS will collaborate with GCS district maintenance to ensure that the elevator is repaired in a timely manner. Ongoing communication with maintenance staff will ensure that the issue is addressed promptly and that the elevator is up and running as soon as possible.

Step 5: Monitor and Adjust

- GHS staff will monitor the situation regularly and make any necessary adjustments to the plan as needed. This may include reassessing the temporary location, revising the schedule, or implementing new technology solutions.

Step 6: Communicate Regularly

- The school should maintain regular communication with the student and parent to keep them informed of any updates regarding the elevator repair and alternative learning arrangements. This communication will help to alleviate any concerns and ensure that everyone is on the same page.

By following this detailed plan, the GHS can ensure that the student has continued access to their learning even when the elevator is out of service. Collaboration with maintenance staff, clear communication with the student and parent, and proactive measures such as creating a schedule and utilizing technology will all contribute to a successful outcome.