



Mary Washington Howe Pre Kindergarten Center

Welcome to Plan B!

PLAN B GUIDELINES FOR PARENTS

We are so excited that soon there will be students in our buildings! Before everyone arrives, we wanted to make sure to take the time to discuss some things that may be a little different due to New Hanover County Schools Operating under Plan B. We hope you will find this helpful. We strongly encourage you to attend Howe Pre-K's virtual Town Halls, which will occur on Wednesday, October 7th at 8:30 AM and again at 5:00 PM for a repeat session. This will give you the opportunity to ask any additional questions you may have for us after reading this document.

We cannot wait to see your children's smiling faces in our building soon!!

What should you Bring to School

Personal Belongings from home:

- The following items should come to school at the beginning of on campus learning: *Please plan for these items to remain at school*
 - **A weather- appropriate change of clothes** (please include top, bottom, underwear and socks)
 - **A small blanket for rest time**

- The following items should come to school each day with your child:
 - **A Backpack**
 - Please be sure your child's backpack has both school issued ID/bus tag and COVID screener tag on it at all times.
 - **A refillable water bottle (already filled)**
 - Please label daily with child's name (suggest masking tape)
 - Please fill with water only
 - **Weather appropriate outerwear**
 - Coat, hat, mittens, etc as needed



Communication:

- Please make sure that your child's information is current at the school including address, phone numbers, emergency contacts (3) to ensure that we can reach you quickly.
- We will communicate with families via Teaching Strategies Family App each day regardless of whether they are learning face to face or remotely.
- A folder will be sent home weekly with your child's completed work and any other important school information

Daily schedule/ routines within the classroom

The same elements of our daily routine will be present during Plan B as would typically be present under normal circumstances.

- Breakfast , Lunch, snack time
- Morning Meeting
- Center Time
- Small group, Large group
- Rest time
- Outside Time (two 30 minute blocks)

Mealtime

- All meals will be served within the classroom, following health and sanitation guidelines.
- Students will be socially distanced while sitting at tables
- Parents/ Visitors will not be permitted inside the building to join his/her student for mealtimes at this time.

Masks and Social Distancing

Social Distancing

- Children will travel throughout the building using a walking rope when applicable, providing assurance that students are spaced out appropriately.

Masks

- All staff will wear masks that cover both their nose and mouth at all times, outside of designated mask breaks.
- All students will be asked to wear masks to school everyday. They will be required on school buses and throughout the school day.
- Staff will teach and model appropriate mask wearing including:
 - Wearing masks over nose and mouth
 - Donning/ Removing masks appropriately
 - Appropriate storage/ placement of masks when not being worn.
- Mask breaks will be provided at intervals throughout the day when appropriate social distancing measures can be maintained :
 - Outdoor recess times
 - Mealtime/Snacktime
 - Rest Time
- The school will have spare/extra masks available for students should the need arise (such as a soiled mask, student drops mask, etc)



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Recess/ Outside Play

-All students will have recess each day.

- Per NHCS, all permanent playground structures are currently still closed.
- There will be designated outdoor spaces around the school where students will have the opportunity to play while maintaining appropriate social distancing.
- Equipment (balls, hula hoops, etc.), along with a variety of other age appropriate materials are permitted and be used, but they will be sanitized after each use.
- Classes will not intermingle at recess during Plan B. Each class will be at one of the designated outdoor recess spaces and have access to a variety of play materials and opportunities.

-Water Fountains throughout the building will be open for refilling water bottles.

- **PLEASE** send your child to school with a filled reusable water bottle that is labeled with his/ her name.
- Bottle can only be filled with water.
- A new water filtration system has been provided to our school and can/will be utilized if a child needs to refill his/ her water bottle.

Health and Wellness

- School nurses are New Hanover County Public Health nurses and will be your Covid-19 contact.
 - Responsible for training the Covid-19 School Team in the areas of symptom screening, referral for symptoms, infection control/prevention and PPE.
- Students and staff **will** be sent home if exhibiting any of these symptoms:
 - Temperature of 100.4 or greater
 - Chills
 - Shortness of breath or difficulty breathing
 - New cough
 - New loss of taste or smell

Returning to School

A child can return to school when a family member can ensure that they can answer YES to ALL three questions:

- 1) Has it been at least 10 days since the child first had symptoms?
- 2) Has it been at least 24 hours since the child had a fever (without using fever reducing medicine)?
- 3) Has there been symptom improvement, including cough and shortness of breath? (without medication)



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Returning to School Continued

-If a child has had a negative COVID-19 test, they can return to school once there is no fever without the use of fever reducing medicines and they have felt well for 24 hours.

-If a child has been diagnosed with COVID-19 but does not have symptoms, they should remain out of school until 10 days have passed since the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test.

-If a child has been determined to have been in close contact with someone diagnosed with COVID-19, they should remain out of school for 14 days since the last known contact, unless they test positive. In which case, criteria above would apply. They must complete the full 14 days of quarantine even if they test negative.

-A child can return to school, following normal school policies, if they receive confirmation of an alternative diagnosis (ex: influenza, strep throat, allergies, etc.) from a health care provider that would explain the COVID-19-like symptom(s), once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours.

Our school nurse will be contacting you if your child has symptoms or tests positive.

Additional Cleaning Procedures

- Custodians will be engaging in **continual** disinfecting throughout the entire building to include door handles, light switches, railings of any type, desks/tables and countertops.
- Student and Staff restrooms will be cleaned and disinfected continuously throughout the day in their entirety no less than once an hour.
- Student “work areas” will be sanitized between students
- The nurse’s office will be disinfected between each student.
- Common areas throughout the school will be disinfected daily in the afternoon/evening using the disinfecting mister.
- Classrooms will be disinfected on Tuesdays and Fridays in the afternoon/evening using the disinfecting mister.
- Students will wash hands upon arrival in the classroom, before and after snack time/ mealtime, after using the restroom, after coming in from outside, before & after center time and after contact with any bodily fluid
- Hand sanitizer will also be utilized frequently throughout the day.



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Arrival/ Dismissal Procedures

General Information

****Due to new required screening and social distancing procedures, please plan for drop off procedures to take at least 15-20 minutes****

- The parking lot will NOT be open/available for parents to park in for morning arrival or afternoon dismissal. The only parking available will be on the opposite side of Meares Street and on the streets that run perpendicular to the school.
- If you plan to drive your child to school we strongly encourage you to utilize the car rider line, which will be located on 10th street. This will allow us to maintain safe, clear walking areas for our students and staff entering the building through the main entrance.
- Please know that the procedures outlined will be the same regardless of weather and plan accordingly (i.e. warm coats, umbrellas, rain jackets, etc)
- Parents must sign and return bus attestation form to the school as soon as possible

During arrival, parents will be asked the following screening questions on behalf of their student:

- Does the student have any of these symptoms - fever, cough, shortness of breath, headache, nausea, diarrhea?
- Within the past 14 days, has the student been in contact with anyone with COVID-19 or COVID-like symptoms?
- Has the student had a positive COVID test within the past 10 days?
- Within the past 14 days, has a public health or medical professional told your student to quarantine or self-isolate because of COVID-19 infection?



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Arrival

Bus Riders

- **Buses will be unloaded beginning at 7:15 on Meares St**
- Bus riders will be dropped off on Meares Street. Upon exiting the bus (and prior to entering the school building), students will have their temperature screened by a staff member using a touchless forehead thermometer.
- After passing their screening, students will enter the school building and be walked to their classroom via walking ropes that encourage social distancing.

Car Riders/Van Riders

- **Car riders and van riders will begin to be unloaded at 7:15 on 10th street**
- **The car rider/van line will END at 7:35. After this time you must come to the front of the school, park and follow procedures for walkers.**
- A staff member will approach the vehicle and the parent will be asked screening questions on behalf of their student
- The student will have his/ her temperature taken by a staff member using a touchless forehead thermometer prior to them exiting the vehicle
- After passing their screening, students will join a group of students and enter the school building via walking ropes that encourage social distancing between students. Each student will be taken to his/her classroom.

Bus & van riders will also be asked screening questions upon exiting the bus / van

Walkers

- **The School building will be open to students beginning at 7:15**
- Parents will be asked to engage in appropriate social distancing when lining up / waiting for their child to enter the school building, remaining six feet apart at all times and **wearing a mask.**
- Parents will walk their student to the flag pole area where the parent will be asked screening questions on behalf of their student
- The student will have his/ her temperature taken by a staff member using a touchless forehead thermometer.
- Parents will hand their student over to a staff member who will walk the student to his/ her classroom

****Parents will not be permitted to enter the school building with their child. ****



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Dismissal

Bus Riders/Vans (1:45)

- Buses will pick up students on Meares Street.
- Students will be walked out to the buses by their teacher assistant, using walking ropes designed to encourage appropriate social distancing at all times.
- Staff will record the time that student is placed on the bus.
- Teacher Assistance will walk their van rider students to the vans after putting students on the buses.

Car Riders (1:45)

- Car rider and van rider lines will begin on 10th street, at a spot clearly designated by signage.
- Students will be called to their cars from school cafeteria
- The car MUST display the student's car rider tag to pick up the child from the car rider line.
- If the car does NOT have the tag, they will be asked to park and pick up their child in the walker line.
- The adult picking up MUST show photo identification and be on the student's authorized pick up list in order to pick up the child

Walkers (2:00 or as soon as the last class has exited the school)

- Walkers will be dropped off by their teacher assistant at a designated area inside the school EXIT door (to the left of the main entrance).
- Students will be asked to wait on marked spots that utilize appropriate social distancing
- Parents will be asked to line up on the sidewalk that leads from the flagpole to the parking lot
- Parents will be asked to engage in appropriate social distancing when lining up / waiting for their child to exit the school building, remaining six feet apart at all times and wearing a mask.
- A staff member will check the picture ID of the adult picking up the child prior to allowing the child to leave the school building. The adult **must** be on the official pickup list in order to pick up the child.

Additional Resources:

Arrival/Dismissal Map [linked here](#)

Bus Attestation Form (English) [linked here](#)

Bus Attestation Form (Spanish) [linked here](#)



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