

# Elementary Health & Safety Plans

<span style="font-size: 1.2em; font-weight: bold; color: orange;">O R A N G E</span> <u>Strict</u> Physical Distancing   No Large Gatherings	<span style="font-size: 1.2em; font-weight: bold; color: yellow;">Y E L L O W</span> <u>Modest</u> Physical Distancing   Limited Large Gatherings
<p style="text-align: center;"><b><i>Daily Schedules</i></b></p> <p><b>Operating Hours:</b> 8:00am - 3:00pm</p> <p><b>Before School:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Parents will administer temperature checks prior to their child coming to school.</li> <li><input type="checkbox"/> If a student has a fever (99.6+), the parent will notify the office by phone or email and make arrangements for their child to stay at home.</li> <li><input type="checkbox"/> Students must be fever free for 72 hours before returning to school.</li> </ul> <p><b>Arrival:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Entrances:               <ul style="list-style-type: none"> <li><input type="checkbox"/> 3A (Southeast) - 1st and 2nd grade</li> <li><input type="checkbox"/> 3B (Southwest) - PreK 3, PreK 4 and Kindergarten</li> <li><input type="checkbox"/> 3C (Northwest) - 4th grade</li> <li><input type="checkbox"/> 3D (Northeast) - 3rd grade</li> </ul> </li> <li><input type="checkbox"/> Assistants and/or teachers greeting and monitoring children entering the building 6ft apart</li> <li><input type="checkbox"/> If wearing a mask, parents of 3 year olds and 4 year olds may drop off their child inside the building</li> <li><input type="checkbox"/> A mask is required for all students 1st grade thru 4th grade entering</li> </ul>	<p style="text-align: center;"><b><i>Daily Schedules</i></b></p> <p><b>Operating Hours:</b> 8:00am - 3:00pm</p> <p><b>Before School:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Parents will administer temperature checks prior to their child coming to school.</li> <li><input type="checkbox"/> If a student has a fever (99.6+), the parent will notify the office by phone or email and make arrangements for their child to stay at home.</li> <li><input type="checkbox"/> Students must be fever free for 48 hours before returning to school.</li> </ul> <p><b>Arrival:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Entrances:               <ul style="list-style-type: none"> <li><input type="checkbox"/> 3A (Southeast) &amp; 3B (Southwest) will be utilized for arrival</li> </ul> </li> <li><input type="checkbox"/> Assistants and/or teachers greeting and monitoring children entering the building 3ft apart</li> <li><input type="checkbox"/> If wearing a mask, parents of 3 year olds and 4 year olds may drop off their child inside the building</li> <li><input type="checkbox"/> A mask is required for all students 1st grade thru 4th entering the building, in classrooms and outdoors</li> <li><input type="checkbox"/> No parent is permitted inside the</li> </ul>

the building

- No parent is permitted inside a classroom
- No parent is permitted inside the building after drop-off
- Children will report directly to the classroom
- Children will sanitize their hands before entering the classroom
- Children will immediately hang up their backpacks on hooks
- Children will disinfect their own desk area.

**Lunch:**

- Children will clean their hands before lunch
- Children will disinfect their own desk area before lunch
- Classes will eat in their own classrooms
- Considering schedule for one class to eat in the cafeteria each day
- Classes may eat outside
- No microwave will be available to students
- Lunch will be prepared in the high school and delivered to the Elementary teacher's lounge. Food services will plate and deliver food to each class.
- Lunch drop-off in bin outside elementary - name must be on it
- Parents are not permitted to eat lunch with their child.
- Children will disinfect their own desk area after lunch

building without an appointment

- Children will report directly to the classroom
- Children will sanitize their hands before entering the classroom
- Children will immediately hang up their backpacks on hooks
- Children will disinfect their own desk area.

**Lunch:**

- K-3-4th Grade will eat in the classroom
- Children will clean their hands before lunch
- Children will disinfect their own desk area before lunch
- Classes may eat outside
- Lunch will be prepared in the high school and delivered to the Elementary teacher's lounge. Food services will plate and deliver food to each class
- Lunch drop-off in bin outside elementary - name must be on it or can be brought into the office
- After calling into the office, parents may eat with their own child outside
- Children will disinfect their own desk area after lunch

**Recess:**

- Classroom playground

**Recess:**

- ❑ Each class will have their own bag of playground equipment
- ❑ Each class will have their own designated zone to play in
- ❑ Upper playground equipment will be off-limits.
- ❑ Pre-K playground is permitted for the use of one class at a time. The equipment will be disinfected after use.
- ❑ No physical contact sports (i.e. football, soccer, basketball, tag, etc.) - jumprope, kickball, hopscotch, knockout, shooting basketball around allowed
- ❑ Classroom playground equipment will be disinfected daily
- ❑ Indoor recess will be in the classrooms.
- ❑ Students must clean hands upon returning to class.

**Dismissal:**

- ❑ Students that are part of an elementary-only family will be dismissed at 2:40pm.
- ❑ Students with siblings in other buildings will be dismissed at 3:00pm.
- ❑ Classes will dismiss out of designated doors (see arrival).
- ❑ Social distancing will be implemented by having students sit on painted circles around the carpool pickup line.

equipment will be disinfected daily

- ❑ Indoor recess will be in the classrooms or indoor facility if available.
- ❑ Students must clean hands upon returning to class.

**Dismissal:**

- ❑ Students that are part of an elementary-only family will be dismissed at 2:45pm.
- ❑ Students with siblings in other buildings will be dismissed at 3:00pm.
- ❑ All students attending aftercare will be dismissed at 3:00pm

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- Masks are to be worn by parents who exit their vehicle for pickup.

### ***Motion and Movement***

#### **Hallways:**

- The building will be divided into three zones. Students must remain in their zone.
- Entire classes must not pass one another walking opposite directions.
- There will be 5-6ft markers in the hallways to create distance between students.

### ***Classroom Design and Management***

#### **Physical Classroom Design:**

- 5 - 6 ft. separation
- 4th Grade teachers will rotate classrooms to teach. Students will remain in their homeroom classes.
- Higher-level education lessons will be available to students via video (ex. If a 3rd grade student is in a 4th grade math class, he or she may watch the video lesson, but will not be permitted to attend the class live).

### ***Motion and Movement***

#### **Hallways:**

- Masks are required in hallways

### ***Classroom Design and Management***

#### **Physical Classroom Design:**

- 3 ft. separation

#### **Classroom Libraries:**

- Students may borrow books to read from the classroom library.
- All returned books will be disinfected by the teacher.

#### **Supplies:**

- Students will have their own supplies.
- Water bottles are allowed in the classroom, but they cannot touch.

#### **Forgotten Supplies:**

- Parents may bring forgotten supplies, textbooks, etc. and place these items in the bin

**Classroom Libraries:**

- Teachers may pass out books to students from the classroom library.
- All returned books will be disinfected by the teacher.

**Supplies:**

- Students will have their own supplies.
- Water bottles are allowed in the classroom, but they cannot touch.

**Forgotten Supplies:**

- Parents may bring forgotten supplies, textbooks, etc. and place these items in the bin outside EL for delivery to students.

***Student Life*****Enrichment:**

- Enrichment teachers will record video lessons for classes. Students will watch videos in their own classrooms.

**Chapel:**

- One class may attend chapel, following social distancing procedures.
- The service will be streamed for others.

**Clubs and Activities:**

outside EL for delivery to students or bring into the front office.

***Student Life*****Enrichment:**

- Students may travel to enrichment classrooms

**Chapel:**

- 3rd-4th Grade will attend chapel at the same time
- Kindergarten-2nd Grade will attend chapel at the same time

**Field Trips:**

- Field trips may be taken upon administrative approval

**After School Care:**

- Located in the EL Gym
- See After School Care plan

***Preventative Measures*****Bathroom & Handwashing:**

- One student at a time is allowed to leave the classroom.
- Modest distancing in the restroom
- Hand washing procedures must be followed.
- Bathrooms will be cleaned 2x a day, wiping counters and door handles, and mopping if necessary; also sanitizing bottle

- No clubs (during school or after school)
- No 4th grade flag duty
- No Pledge & Prayer by whole classes - individual students allowed
- No Warrior pals
- No High School Student Aids

**Field Trips:**

- No field trips may be taken.

**After School Care:**

- Located in the EL Gym
- See After School Care plan

***Preventative Measures***

**Bathroom & Handwashing:**

- One student at a time is allowed to leave the classroom.
- Strict distancing in the restroom - No middle sink usage.
- Hand washing procedures must be followed.
- Bathrooms will be cleaned 2x a day, wiping counters and door handles, and mopping if necessary; also sanitizing bottle fillers and all hallway classroom door handles when available.

**Daily Cleaning Procedures:**

- All hallway classroom door handles and bathroom handles will be disinfected after Prayer & Pledge by Elementary support.

fillers and all hallway classroom door handles when available.

**Daily Cleaning Procedures:**

- All hallway classroom door handles and bathroom handles will be disinfected after Prayer & Pledge by Elementary support.
- Office Staff will wipe exterior door handles periodically.

**Drinking Fountains:**

- Refillable container dispenser permitted

**PPE:**

- Faculty & Staff are required to wear masks while in the buildings.

**Sanitation Stations:**

- Sanitation Stations will be installed outside each classroom.

***Procedures***

**Student Check Out:**

- Parents can call the office to check out their student or come into the office.

**Teacher Shared Spaces:**

- No children are permitted in the teacher's lounge, or workroom under any circumstance.
- Social distancing will be implemented for teacher planning

- Office Staff will wipe exterior door handles periodically.

### **Drinking Fountains:**

- No drinking fountain usage
- Refillable container dispenser permitted

### **PPE:**

- Face coverings are to be worn at all times for teachers, staff, visitors and students 1st thru 4th grade.

### **Sanitation Stations:**

- Sanitation Stations will be installed outside each classroom.

### **Procedures**

#### **Student Check Out:**

- Parents must call the office to check out their student. The office attendant signs out in lieu of the parent.
- No parents allowed in the building.
- Parents will wait outside the EL for their child.

#### **Teacher Shared Spaces:**

- The workroom coordinator is the

and group meetings

- Teachers will disinfect common space after use

### **Visitors/Therapists:**

- Visitors, volunteers and therapists will receive a questionnaire at the guard house or specific building office.
- All therapists must check into the office upon arrival
- Therapists are permitted to work in the hallways while wearing a mask
- All therapists are required to follow social distancing procedures and must wear a mask at all times.

### **Nurse's Office Visit:**

- 317B will be designated as the yellow room or holding area.
- Extra caution will be taken to isolate anyone with a fever or symptoms without violating privacy.
- Anyone with a temperature of 100.4° or above will be sent home.
- Students returning to school must be fever free for 48 hours.
- When a student returns to school, he or she should go to the nurse first.

only one permitted to work in the workroom. Following distancing guidelines, teachers may enter into the workroom to collect supplies and make copies.

- The teacher lounge will be closed
- No children are permitted in the teacher's lounge, workroom, or reading room under any circumstance.
- Social distancing will be implemented for teacher planning and group meetings
- Teachers will disinfect common space after use

**Visitors/Therapists:**

- Visitors, volunteers and therapists will receive a questionnaire at the guard house or specific building office.
- Visitors and volunteers are not permitted in the elementary building.
- Therapists must check into the office upon arrival.
- Therapists will receive a temperature check upon arrival in the elementary office.
- Therapists are not permitted to work in the hallways
- All therapists are required to follow social distancing procedures and must wear a mask at all times.

**Nurse's Office Visit:**

- 317B will be designated as the



yellow room or holding area.

- ❑ Extra caution will be taken to isolate anyone with a fever or symptoms without violating privacy.
- ❑ Anyone with a temperature of 100.4° or above will be sent home.
- ❑ Students returning to school must be fever free for 72 hours.
- ❑ When a student returns to school, he or she should go to the nurse first.