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| **Edgemont Elementary 2020-21 School Plan** |
| **Area/Activity** | **Procedures and Protocols to Mitigate Risks** |
| Arrival/Dismissal | Arrival* Students will wear a face mask
* Students will come right into their grade level doors upon arriving
	+ Students will go into their classrooms and sit at their desks
* Teachers will rotate supervision outside for arrival and inside the classrooms
* Dots will mark the hallway to show a 3-foot distance

Dismissal* Students will exit through their grade level doors
* Disperse students to buses, walking home, or parent pick-up
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| Breakfast | * Identify a single entrance for students to enter the lunchroom
	+ Signs will be posted for the entrance
	+ Arrows will be painted on the floor to indicate the direction of flow
* Students will use hand sanitizer entering the lunchroom
* Physical distancing in the lunch line
	+ Markers will indicate where students stand in line
* Seating arrangement
	+ Space students out with dot markers on the table indicating where students sit
* Identify a single exit for students to exit the lunchroom
	+ Signs will be posted for the exit
	+ Arrows will be painted on the floor marking the direction to exit the lunchroom
* Use hand sanitizer upon exiting the lunchroom
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| Classrooms | * Physical distancing (what is feasible)
	+ Desks will be spaced as far apart as possible
		- Teach the importance of washing hands and physically distancing
		- No contact greetings
		- Assigned spots for morning meeting allowing for space
		- Possibility of flexible seating for kinder and ACC classrooms that utilize tables
		- Students face one direction
		- Classroom supplies will be divided for single student use, including manipulatives, to be stored in the student desk
	+ New Science Standards will utilize face masks, with students facing one direction and communicating with partners at a physical distance that still allows one another to hear observations and perspectives.
		- Science equipment will be cleaned after use
	+ Small group instruction will have the protection of face masks as well as spacing students in alternative seating options, such as utilizing chairs spaced in a circle or having clipboards to allows students to space further apart. Plexiglass shields are an added protection when needed.
	+ Hold learning activities, when possible, outside
	+ Utilize blended learning opportunities with technology (Nearpod, Padlet, Flipgrid, Graphic organizers on Google Draw, Popplet, etc.)
* Teachers will wear a face mask, unless medical reasons document alternative coverings, to be appropriate
* Students will wear a face mask for the day
	+ Restorative practices will be used for students that do not wear a face mask, with the exception of medical conditions preventing the use of a face mask
* Teach about how germs spread and what we can do to prevent the spread
	+ District and outside science resources created kid appropriate videos. Talk about spreading germs and what can we do to prevent that.
		- Mystery Doug video showing the effect of a sneeze
* Classroom book rotation and other ideas to prevent the spread of any germs
	+ Students can pick out a book from a specific shelf as outlined and directed by the teacher
	+ Having book return bin for students to return books to, then waiting 72 hours before putting those books back into the rotation
* Encourage students to bring a water bottle from home to prevent the shared drinking fountain
	+ Water bottle filling stations will be installed in the hallway drinking fountains
* Groups of students within a classroom will last less than 15 minutes
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| Hallways | * Traffic flow on the right-hand side
	+ Arrows and dots will be placed along the wall and floors to mark physical distancing and walking direction
* Signage
	+ Signs and posters reminding of the importance to wash hands
	+ Keeping hands to self to prevent the spread of germs
* Other considerations
	+ Staying 3 feet apart in single file lines
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| Restroom | * Limit the number of students in the restroom and close off every other stall
	+ Schedule bathroom times for classes to offset multiple students being in the restroom
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| Lunchroom | * Entrance doorway
	+ Students will use hand sanitizer when entering lunchroom
* Exit doorway
	+ Students will use hand sanitizer when leaving the lunchroom to go back to their classrooms
* Other considerations
	+ Social distanced seating assignment dots
	+ Floor markings for where to stand when in line
	+ Students
	+ Students sit with their class only
* Encourage the use of disposable paper bags for home lunch versus lunchboxes
	+ Students will leave lunches in backpacks until it is time to go out for recess and lunch
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| Brain Boosters | * Transitions
	+ Establish a 5-minute transition time to exit students from Brain Booster rooms
	+ Wash hands or use sanitizer before entering brain booster classroom and before re-entering classroom when coming back
* Library
	+ All students and staff will wear a mask in the library.
	+ Place hand sanitizer stations at each entrance/exit.
	+ Post signage stating expectations of masks, hand sanitizing, and social distancing.
	+ Students will be required to keep 6’ of distance whenever possible.
	+ Seating at tables will follow social distancing expectations. Tape off restricted areas.
	+ Equip all circulation desks to allow students to scan their own materials.
	+ Install plexiglass barriers at the circulation desk.
	+ Place markers on the floor to help maintain social distancing at the circulation desk.
	+ Teacher librarians and library techs are encouraged to use a laser pointer to easily direct students to materials. -Allow returned books to sit untouched for at least 72 hours before being checked in and re-shelved for circulation. -Sanitize all tables, chairs, computers, and other fixtures between student use.
	+ Remove decorative items within student reach that cannot be sanitized.
	+ Sanitize shelf markers between student use.
	+ Instruct students to place any books they remove from the shelves while browsing in a predetermined location for sanitizing by library staff prior to being re-shelved, i.e. empty shelf, cart.
	+ Pull books of all interests and levels and place them on tables for students to browse. This will allow for less concern when students browse and decrease the need to sanitize books throughout the library.
	+ Store Makerspace materials in a location that is not easily accessible to students. Materials will need to be checked out to individuals and quarantined like books before being reissued.
* STEM/Drama/Playworks-
	+ All students and staff will wear a mask
	+ Place hand sanitizer stations at each entrance/exit
	+ Post signage stating expectations of masks, hand sanitizing, and social distancing
	+ Students will be required to keep 6’ of distance whenever possible
	+ Materials used during STEM will be sanitized and cleaned after use
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| Tier II Support | * All students and teachers wear face masks
* Plexi-glass barriers to use between teacher and students
	+ Options of using the Morning Meeting area for students to spread out and use clipboards
* Place learning materials in plastic sheet protectors to be cleaned after student use
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| Recess | * Scheduling times that do not overlap with other grade levels
* Wash hands before going out to recess
* Wash hands returning from recess
	+ Playworks coach will work teach students games and activities that do not require equipment or touching during recess
* Face masks worn when playing in close proximity, otherwise in non-contact games where students are physically 6 feet apart face masks can be removed
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| Lunch Recess | * Scheduling each grade level at a separate time
* Wash hands returning from recess
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| Computers/Chromebooks/iPads | * Students have assigned Chromebook/iPads to use exclusively by individual students
	+ Cover and screen wiped down at the end of each day
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| Large gatherings (assemblies, Back to School, etc.) | * Assemblies
	+ Recording assemblies to be broadcast in classrooms
	+ Skype hosts several different options for interactive virtual assemblies, guest speakers, and activities. I highly recommend we use it in our classroom in place of whole school assemblies. <https://education.skype.com/>
* Back to School
	+ Record teacher introductions for families to access online
	+ Establish Google Meet meetings for families to connect with the teacher on August 14th
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| Volunteers | * Wear face masks
* Crucial and essential volunteers to come in and assist in the classroom
	+ PTA is essential volunteers
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| Special Programs | * Running club will be postponed for the time being
* Choir will be postponed for the time being
* Orchestra will begin with spacing students 6’ apart in the gym
	+ Students and teacher will wear a face mask
* School Council
	+ Wear face masks
	+ Help in teaching the personal hygiene expectations through videos
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| Sickroom | * Sick room will be used for student showing any symptoms, containing the spread of any illness
	+ Organize the supply closet to house first aid treatments
	+ Purchase small fridge for any medications needing refrigeration
	+ Lock up medication in supply closet to access throughout the day for students coming into the office to take medicine
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| Social Emotional Learning | * Focus on social emotional supports for students
	+ Building a community of belonging and being together
	+ Second Steps offers a resource section for COVID to incorporate in our classrooms <https://www.secondstep.org/covid19support/grade-1-lessons>
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| Teaching School- wide Expectations | * Grade levels will record the hallway, lunchroom, bathroom, playground, and arrival/dismissal expectations to teach in each classroom
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Updated August 18, 2020