

In Person Instruction COVID Health and Safety

Air circulation

- Teach outside as much as possible
- Open all windows and doors
- Keep air moving through classroom (fans) as much as possible
- Consider directionality of air coming into and out of classroom
- Current AC in rooms only heat or cool (use electricity) and have Nano Platinum filters that will need to be cleaned.
- Air purification with filter/UV air filter that circulate air.

Clothing:

- Wear warm clothes/bring warm clothes
- Extra clothes/hats for kids

Outdoor Teaching Spaces:

- 1) K-1 playground - (K)
- 2) poetry garden (2nd)
- 3) 3rd grade back porch (3rd)
- 4) Courtyard (4th)
- 5) tetherball court (5th)
- 6) driveway behind 1st grade - (1st)

Hygiene

Education:

- Video for how to hand sanitize
- Video for how to wash hands
- How and why we **wash** hands in the bathroom (community health)

Language Around Hand Washing:

- Avoid fear-based language around hand washing
- "Wash your hands for healthy bodies!"

Hand Sanitizing:

- Directly after temperature checks if student is symptomatic
- After eating and before using playground equipment.
- Wall installations outside and at bathrooms

Hand Washing:

- Upon entry and exit to classroom
- Before eating and before using playground equipment.
- Paper towel dispensers in classrooms
- Single use towels
- Poster about hand washing
- Outdoor Hand Washing Stations:
At the spigots in K-1, 3rd porch, behind 5th

Water bottles:

- Students bring own water bottle
- Refill at sinks
- Disposable paper cups if students forget water bottle
- Outdoor fountain is blocked
- Classroom fountains are covered

Schedules for Snack and Lunch

Lunch orders need to be taken at the beginning of the day for half day model, full day model and independent study students; parents of afternoon & independent study students need to notify the office by 8:45 or indicate they want lunch every day to avoid having to notify the office each day. Afternoon Students pick up lunch at the end of the day to take home for the next day. Students can order a Friday lunch to take home on Thursday.

Half Day Model Lunch: kids stop by the lunch table (masked) to pick up sack lunch to go (a.m. 11:30-12:00 / p.m. end of day). Families have been notified that students will not eat lunch at school.

Half Day snack:

- Ask for snack orders in the morning. All snack orders need to be placed by 8:45 in order to have snack that day. Families of afternoon students can notify the office by email/phone or indicate they want snack everyday
- K-2 Snack time: a.m. 9:45-10:05 / p.m. 1:45-2:05
- 3-5 Snack time: a.m. 10:10-10:30 / p.m. 2:10-2:30

Distance Only Students:

Parents pick up lunches in depot 12-12:30

If allowed to return to full day model

Full Day Lunch, kids eat at school:

11:30-12:15 younger grades eat/recess

12:20-1:10 older grades eat/recess

Meal Seating Assignments

- Eat outdoors as often as possible
- Two students to a table, no bench or steps seating
- Kids can get up to play after fifteen minutes

Younger grades/upper grades have alternating table spots (designated with permanent marker- maybe a small bright green circle on the bench or table top that can be redone as needed). Oil cloth tablecloths for eating. They get disinfected after kids finish eating.

upper		Lower
lower		upper

Staff: eat outside or in their classroom

Recess

Full Day Model: Teachers would cover yard duties as usual due to no extra cleaning duties

All models: each grade would have an area of playground for the day

Grass/black top/upper playground would be rotated

Students should play with others who are in their cohort unless masked.

Tables are closed to students who are not currently eating (no drawing or playing on tables during recess)

Equipment, balls, jump ropes, props-OK with hand washing/sanitizing before and after.
How to handle injuries – Adults have access to cold packs. Wear gloves and mask while administering first aid on playground.

People on Campus (reduction)

- No parent volunteers (G)
- Special programs done virtually (G)
- Policy for Bday celebrations - no parents if done indoors (JS)
- Do Bday celebrations outside to allow parents (JW)
- Do Bday celebrations virtually so all can be there.
- Campus closed. Only kids and staff.

Student/Staff Illness While at School

Students:

- Teacher reports symptoms to office and brings masked student to K/1 garden (cot on office porch if raining), child collects belongings and bring to garden
- office staff will do temperature check and symptom check ill students
- office notifies parents/emergency contacts
- child is signed out

The office staff will follow up to find out if child has been tested. Families will be asked to keep child at home for 2 weeks.

We notify families whenever a child or staff are sent home and/or stays home because of covid. if confirmed. We urge them to get tested ASAP

Teachers/Staff:

Recommendations made by cohort

CDC list of symptoms that would require teachers to stay home. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19 and should stay home and should get tested:

- Fever or chills
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

May stay home:

- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache

- New loss of taste or smell
- Sore throat

Distance learning with notice to parents

Distance learning for sub

Subs limited to our school

Schedule personal days on prep day

If teacher needs to stay home with COVID diagnosis or if teacher feels sick and stays home-two extra weeks have been granted

Cleaning

Half Day Model

- In between cohorts, teachers cleans tables/desks, faucet, handles, light switches
- Ryan will work 4 days/week, teachers spray between cohorts if we do am/pm split
- Teachers are certified to clean with disinfectants or soapy water solutions, leave on surface 15 minutes wet.
- Lids for toilets (soft close hinge)
- One person at a time in girls' bathroom
- Staff member will clean the restrooms between cohorts
- Teach kids to turn off faucet and open door with paper towel.

Arrival

As of 7/16 PH sys parents responsible for temperature and symptom checks.

- Arrival times 8-8:30 and 12-12:30 Students remain on playground?

In case we have to return to symptom checks on arrival

- Parents remain in cars.
- Parents wait for health screening to be completed (JW)
- Two adults checking in kids as they arrive, checking temperatures with no-contact thermometer and doing a quick check for other symptoms (cough, etc.)
Rea's poster idea addresses this-
- Make sure that parents know what questions they are going to be asked each morning
- No staff parking in the front lot to keep all spaces open for drop-off and pick-up

Dismissal

- Times are 11:30-12 and 3:30-4
- Continue to use walky-talky system with depot.
- Kids within each pick-up time window are waiting on lower playground in their grade level lines with masks on and distanced

Changes to physical environment (based on in person instruction)

- Hooks arranged every other by cohort, Cubby dividers for coats in all grade levels
- Desks: Either space out or use every other one.
- Small group meetings to include masks and social distance as much as possible
- K-Plastic dividers at tables between kids
- Rearrange furniture to create work areas. Rearrange furniture to minimize getting up to get things, interacting with others

- Chair hanging bags to store academic materials (books, notebooks, Math journal)
- Individual, heavy-duty containers for each child: one for school supplies (pencils, sharpener, eraser, etc.) and one for art supplies (crayons, markers, sharpie, etc.)
- Containers stored in student's desk or cubby
- Split up Math manipulatives for each child to have his/her own set - base ten blocks, coins, linker cubes. Teacher looks at manipulatives for the entire Math unit and sets up a Math toolkit for each child to fit the lessons
- Can kids play a partner game - sit apart, masks on, wash hands before and after
- After game, materials would get put away for the rest of the day
- Grades 3-5 may wear gloves while handling Math games and the paper materials that go along with them (hard to clean)
- Assign centers to be used by an individual for the week. Rotate weekly or take out of circulation for a week. Center Choice:
 - 1 center per kid for the week or no centers
 - Extra recess built into schedule for K/1
 - Book return bin with lid in the depot-gets quarantined for 3 days.
 - Teachers will pull and choose books for kids at the beginning of the year so that kids are not touching books in the classroom library

Discouraging traveling to families / Social distancing outside of school

- Ask families to notify staff of travel out of county/encourage families not to travel
- Base our protocol on public health recommendations (concerning travel out of the area)
- School encourages families to limit social interaction with kids outside of cohort
- Social distancing education for families (based on public health recommendations)

Masks and Who Wears Them

Teachers wear some kind of facial covering (cloth mask, face shield with drop cloth, etc.) while inside the classroom, especially when close to students and when moving around the room.

While outdoors, teachers have masks/shields available, in order to wear when close to a student.

Staff wear facial covering while working in enclosed, shared spaces, such as the office, kitchen, bathroom, and copy room.

Kids wear facial coverings when:

- moving around the campus, ex. Going to the bathroom
- in small, enclosed areas like the classroom
- not socially distanced from others
- Not required K-2 but recommended
- Required indoors for 3-5

Masks are optional for kids during recess and during outdoor instruction if distanced

Face shields ok for kids (instead of masks)

PPE is available

Special Programs

Live sessions with cohort at home

Mondays-Marti

Tuesday-Janarie

Wednesday-Fiona

Fridays-Art K and 5

- Special program teachers will be co-teachers in teachers' google classrooms
- Spanish/Music: One 10-20 minute zoom session, (K-1 zoom, 2-3 zoom, and 4-5 zoom)
and one 10 minute video posted on google classrooms
- Artwork done at home should be brought into class to display
- Required for students
- Art zoom: grouped in K, 1-2, 3-4, and 5th. K and 5th both cohorts together on Fridays.

Special Program teachers may teach songs at school only outdoors and distanced. May teach indoors if masked.

- Find a way to have special program teachers teach younger students; investment in Spanish, and music will be very low for K/1 without a connection to the teachers

Aides & Intervention

Generally no classroom Aides (exceptions can be negotiated)

- Reading intervention will mainly be online except for students who did not do well with this in the Spring
- Math Intervention- will mainly be online except for students who did not do well with this in the Spring