

Waltersville School

Reopening Plan 2020-2021

Arrival Procedures:

- Teachers park in back 2 lanes with staff stickers present
- Arrival Duty starts at 8:40 and ends at 8:58

Available staff for duty:

Cars: Teacher #1 Teacher #2 Teacher #3 Teacher #4	Gates: Teacher Social Work Speech ESL
Doors: Teacher #5- Library corner Teacher #6- playground Teacher#7- Outside side door Teacher#8- Double doors	*Rain or Shine* 2nd floor landing: Psychologist Substitute- TBD

***Assistant Principal can substitute for any of the staff that may be absent on a particular day that she is in our building.**

Entrances:

PreK and K	Front doors
1 st	TBD
2 nd and 3 rd grades	Front door up staircase right
4 th and 5 th and 6 th	Double doors up staircase left
7 th and 8 th	Side door up staircase left

*Homeroom teacher rotation of pods to meet students at the staircase

NO CONTACT Arrival Procedure:

- Parking lot is teacher only (back two rows).
- Drop-off begins at 8:40 (no one allowed inside before that).
- Teachers at posts will sanitize students' hands as they enter the gates and exit the cars.
- Staircase all one direction during arrival.

WALKERS:

- **Students only** walk through gates.
- Teachers at gates will sanitize hands.
- Students to the designated entrance spot and straight inside to classroom.

SPECIAL NEEDS BUSES: (approximately 5) will go into the 2nd parking lot row and will be assisted by homeroom teacher and paras who will be responsible for sanitizing.

CAR DROP OFF:

- Cars line up into the circular drop off area with parent sticker visible on rear view mirror.
- Students in car seats can be unbuckled by parent while they wait in line.
- One by one cars will be met by a teacher who will open door to car and allow child out.
- Teacher will sanitize student's hand.
- Child will walk to designated entrance area.
- Car will go in a circle to exit out of parking lot.
- Drop off will end at 8:58 (until lunch starts so teachers can leave if they want to).

*Teachers will sanitize hands as students enter the classroom.

*Late students will only be buzzed in one at a time for sign in purposes.

Hallway Procedures:

- Hallway movement will be limited.
- Signs will be posted regarding the direction allowed in the hallways.
- When classes are in main hallways, they will adhere to the hallway expectations, tight and to the right in a single file line.
- Pod hallways will be counterclockwise.
- Specialists will travel to class to limit hallway movement further.

Cafeteria and Lunch Procedures:

- The initial plan is to proceed with keeping lunch in the classrooms with a staff member coming into the scheduled classroom to relieve the homeroom teacher for their contractual lunch time.
- Cafeteria workers will deliver lunches to the classroom and students will proceed one by one to grab their lunch, use hand sanitizer, return to desk and remove mask to eat.
- After students are done with their lunch, they will be directed to collect their garbage, replace mask, and then there will be a bathroom break in which they will one by one also clean their hands.
- Signage will be posted in classrooms regarding lunch procedures.

- Teachers will create their individual breakfast and lunch procedures. Plans will be submitted to administrators.
- Pods of teachers will create their plans for usage of the bathroom and garbage to be submitted as well.

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- If classrooms are small enough to utilize the cafeteria students will be required to be spaced out 6ft apart on opposite ends of cafeteria benches. There will also be a staff member required to stay in the cafeteria to help students maintain social distancing.
 - Students will not be allowed to leave the cafeteria once they are entered and then again until they have been picked up by their teacher. Hand sanitizer will be used before entering the cafeteria and then a bathroom break with hand washing will be provided right after.
 - Places on benches will need to be measured and marked. Cohorts/classes need to be separated by 14ft.

*Water bottles are allowed but only transparent with only water.

Bathroom breaks:

- Teachers will be required to submit their schedules before the start of school and in conjunction with their pod partners (the classrooms that share the same set of bathrooms) with built in bathroom breaks allowing enough time for students to go individually and with enough time to utilize proper hand washing techniques.
- At least one formal bathroom break should be in the schedule.
- Hand washing posters will be posted in all bathrooms.

Sick Student Procedures:

- A Isolation room has been created for students and staff exhibiting any COVID-19 symptoms.
- Further procedures will be discussed in a formal meeting with nurse Hudak next week to follow district safety plan in dealing with sick students/staff. This will follow the language from the districts reopening plan.

Screening and Monitoring:

- Everyone is expected to take their own temperatures and monitor their symptoms before coming to school. If symptoms are present or there is a fever of 100.4 or more present, they should not come to school.
- Teachers will be doing a visual screening of the students and then.
- If teachers believe they have symptoms they call the nurse and then the principal.
- If students or staff have any symptoms the nurse will have a triage plan and she/he will monitor them in the isolation room where they will wear a mask.

Mask Breaks:

- Teachers will establish mask break procedure regularly during the day and as needed.

- Signage is created for classroom mask breaks.

Dismissal Procedures:

Dismissal starts

Teachers stationed at their morning posts (refer to list of duties in arrival plan)

- People stationed at the cars have radios
- One exception- Jane is on the intercom in the office with radio

Bus students will be called with their bus arrives.

Walkers will be called by floor to be dismissed the same way that they entered the building.

- - 3rd floor
- - 2nd floor
- - 1st floor
 - Homeroom teachers in hallways watching students walk.
 - Staff stationed outside will be ushering students out and towards the gates. Older siblings will wait outside of the gate for younger siblings.

Preschool will be outside and dismissing on the side of the building with sign out sheet.

CAR DROP will be from

- Cars will enter the line with their parent parking passes hanging from the rear-view mirror
 - If a parent does not have their pass they will be asked to pull over and wait to be talked to by a teacher who will then ask for id and check if they are on the pickup list. If they are not on a pickup list the teacher will call the parent/guardian to make them aware of the situation.
- Staff will be radioing to Jane to make announcements of students who are being picked up. Students will exit classroom in the same way that they arrived and go to their cars.
- Dismissal drive up will end at
- Students who are left in classrooms will be escorted by their teachers to either lighthouse program and then to the main office hallway where they will wait socially distanced down the hall for a parent to buzz the main office and ask for their student.

SEL Procedures:

- Teachers are expected to build community with all their learners regardless of whether they are in person or remote using RULER activities.

- Staff will be surveyed on how distance learning went at the end of the year.
- Guidance counselor will be advised with how to implement meta moments and RULER strategies in the classroom.
- Teachers will work with their teams to come up with ways to express emotions and show affection with masks on.