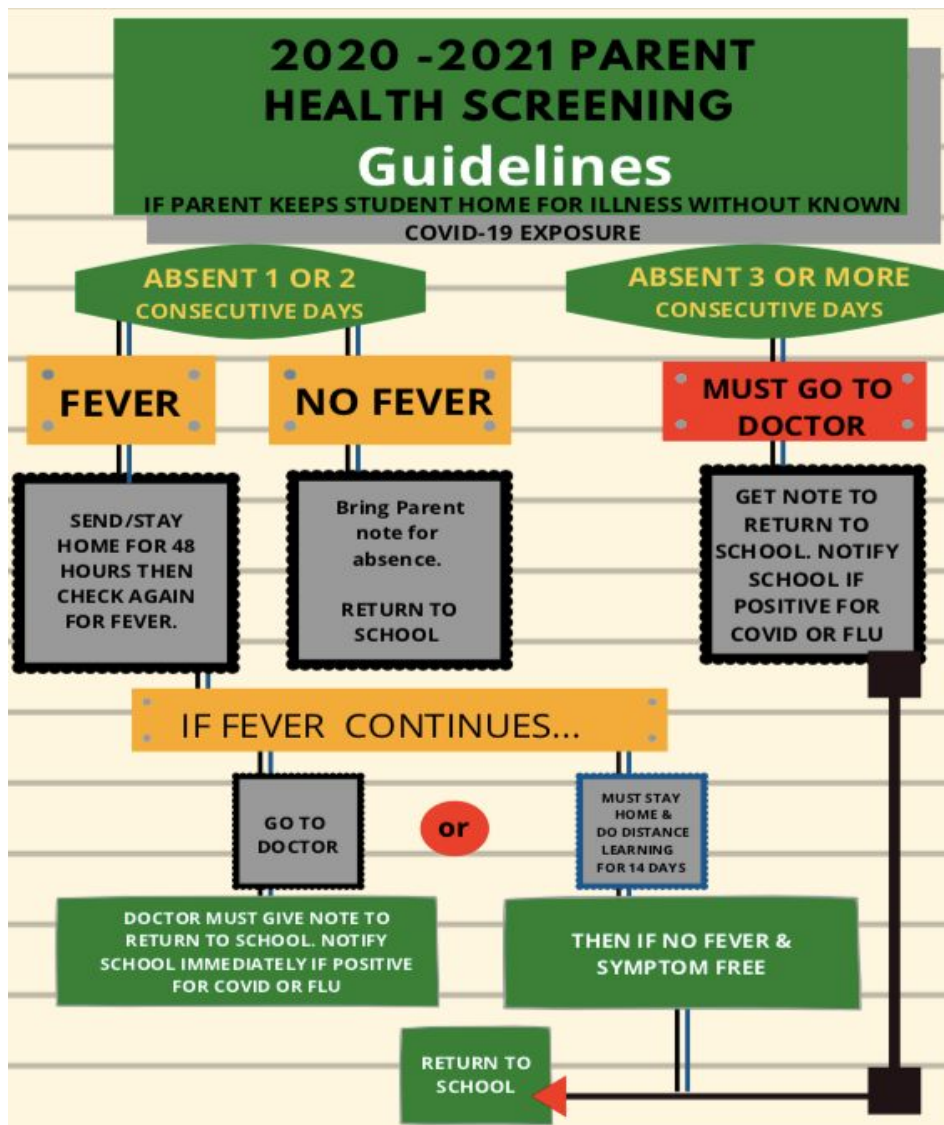


Family Guidebook for Reopening 2020 - 2021

1. Before Arrival

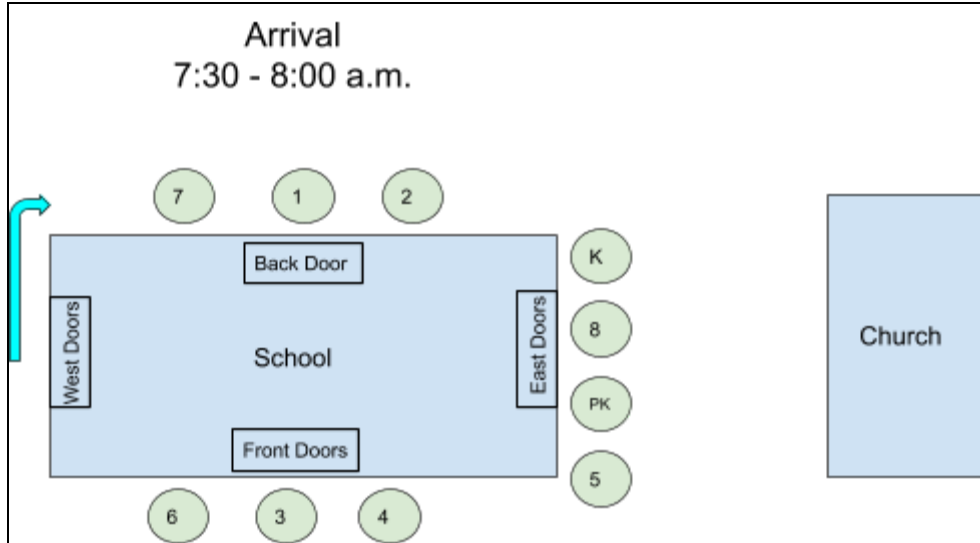
- a. Parents are responsible for screening their children at home before drop off. The following checklist should be gone through to check for symptoms with each child each morning:
 - i. Cough
 - ii. Difficulty breathing
 - iii. Vomiting
 - iv. Diarrhea
 - v. Students should have their temperature taken to screen for a fever of 100 degrees or above without acetaphetamin or ibuprofen.
- b. **If any of the aforementioned are present, children that have not been exposed to a person with COVID-19 must stay home until symptom free for a full 48 hours, without medication to aid in fever reduction.**



2. Student Drop off

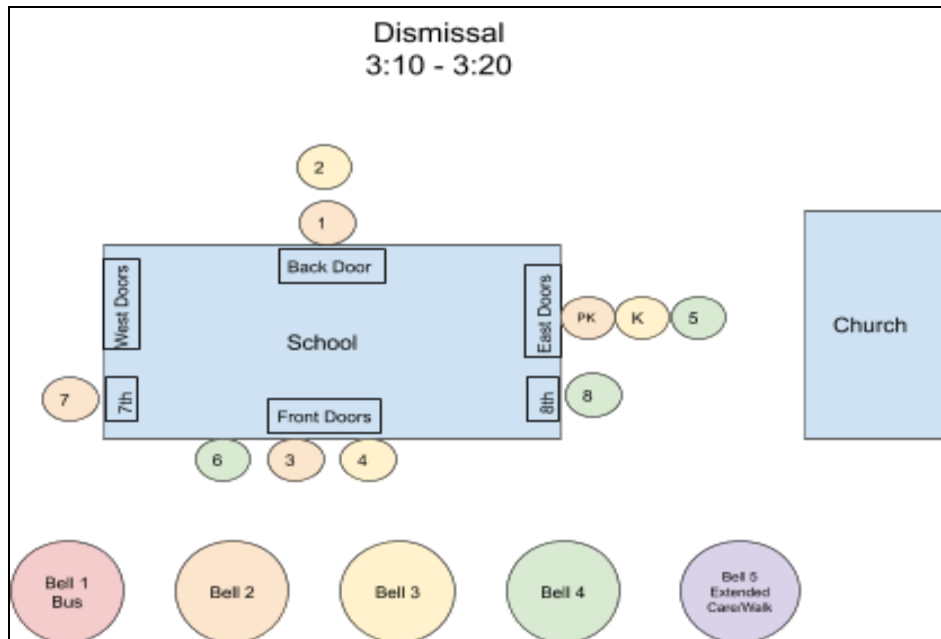
- a. Students can be dropped off no earlier than 7:30. The school day begins at 8:00 a.m. **Parents may park and walk their children to their entrance. Cars are not permitted to enter the sides of the buildings.** Students should wait outside in their assigned drop off area while adhering to physical distancing guidelines. All entrances will be supervised at 7:30 a.m.
 - i. Pre-Kindergarten, Kindergarten, 5th and 8th grade will wait outside the east doors between the church and the school.
 - i. 1st, 2nd and 7th grade will wait outside the back doors by the playground. **Students should walk around the west side to get to the back.**
 - ii. 3rd, 4th and 6th grade will wait at the front of the school.

- iii. If we are experiencing inclement weather, students will go into school through **their assigned doors** and walk up to their classrooms.



3. Student Pick Up

- a. Staggered dismissal schedule: **Parents should wait outside the front of the school building** for their child to come out of their chosen door when their bell rings. Cars are not permitted on the sides of the buildings.
 - i. Bell 1: Bus
 - ii. Bell 2:
 - 1. Pick up pre-k (Side east doors)
 - 2. Pick up 1st Grade (Back doors)
 - 3. Pick up 7th Grade (out their own doors)
 - 4. Pick up 3rd Grade (Front doors)
 - iii. Bell 3:
 - 1. Pick up Kindergarten (Side east doors)
 - 2. Pick up 2nd Grade (Back doors)
 - 3. Pick up 4th Grade (Front doors)
 - iv. Bell 4:
 - 1. Pick up 8th Grade (out their own doors)
 - 2. Pick up 5th Grade (Side east doors)
 - 3. Pick up 6th Grade (Front doors)
 - v. Bell 5: Extended Care & Walking



4. PPE

- a. All staff and students are required to wear a mask upon entry. Students are able to bring their own masks if they choose to do so, but if the mask is not successfully covering the area and/or is soiled, school staff will provide

another for their use. Kindergarten through 8th grade students will need to wear a mask at all times other than lunch. Pre-k students should wear their masks upon entry, when within a close proximity in a classroom, and while in hallways or in common areas.

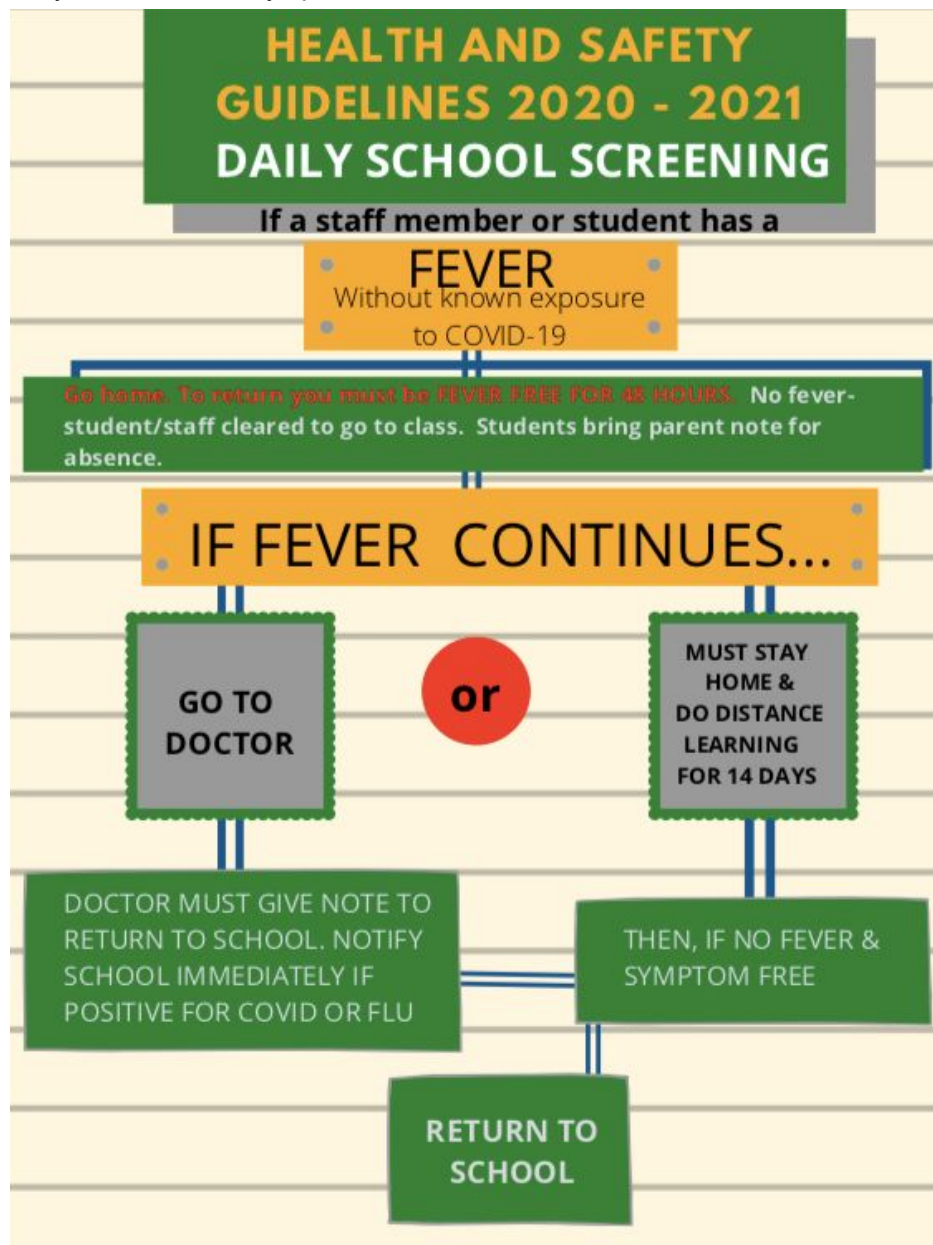
- b. Masks will be provided by the school and washed after each use for those students who do not have one of their own from home.
- c. A lanyard will be given to each student to hold masks when not in use. Students should bring these each day and wash them often at home.

5. Hygiene Expectations

- a. Health and Safety lessons on physical distancing and hand washing will occur.
- b. Handwashing will be built into the day in between lessons.
- c. All surfaces and materials will be sanitized at least once per day.
- d. All snacks need to be store bought and in the sealed original packaging.
- e. Drinking fountains will be turned off. Students should all bring a **labeled** water bottle to school each day. There will be a water bottle filling station on each floor.
- f. Any travel to an area of resurgence or high COVID-19 cases will require extra precautions and a higher level of monitoring including screening for temperatures and any symptoms.

6. Student Sick Policy

- a. We have a room reserved for ill children to rest while they wait for parent pick-up should a student become ill while at school.
- b. A student who is diagnosed with COVID-19 should receive documented permission from a medical professional (doctor, nurse practitioner, PA, etc.) to return to school.
- c. A student who is directly exposed to a person who is carrying COVID-19 will quarantine for fourteen calendar days and may not return until symptom free for 48 hours.



7. Physical Distancing
 - a. It is important that physical distancing is practiced by adults and should be encouraged among students. This will **not** be a rule with consequences, but it will be enforced in **positive** ways. To encourage safe physical distancing, staff members will encourage students to practice respecting each other's "circle of grace." Positive alternatives will be practiced such as fun ways to wave, sing, and motion to each other.
 - i. Classrooms will be arranged to allow students to physically distance themselves.
8. Classroom Materials
 - a. Students in pre-k may bring a blanket for rest time, although it must be kept in a sealed bag in their locker when not in use. Bags will be provided by the school if you do not have a sealed bag. No extra blankets, stuffed animals, or cloth toys may be brought to school.
9. Recess
 - a. Toys will not be shared and contact games will be on hold to ensure we stay in our own circle of grace.
 - b. Playground equipment will be sanitized daily.
10. Maintenance and Cleaning
 - a. Each room will be fogged and/or sanitized at the end of each school day.
 - b. Entrances will be sanitized after arrival and dismissal.
 - c. Bathrooms will be sanitized once throughout the day as well as after school.
 - d. The lunchroom will be sanitized after every lunch period.
11. Lunch
 - a. Lunches will be held in three sections in the lunchroom.
 - b. All tables and chairs will be sanitized after each lunch period.
 - c. Teachers will use hand sanitizer and gloves to hand out silverware to their own class as they line up for lunch.
12. Instructional Plan: to ensure a smooth transition to virtual if mandated
 - a. All teachers will use Google Classroom and a similar weekly lesson template.
 - b. Virtual Transition Plan
 - i. Pre-k will meet twice per week for instruction and once per week for G.I.F.T. (Growing in our faith together) via Zoom.
 - ii. K-8 will meet twice per week for instruction, once for work time, and once for G.I.F.T. via Zoom.
13. Extended Care
 - a. All above safety conditions will apply in Extended Care, and Extended Care will be held outside at all times if weather permits.
 - b. Students will each have one designated tote full of toys to play with. Bins will be sanitized before switching materials.

Quick Facts: Changes to enforce **Safer at School**

- Screen your kids before they leave for school each day using the checklist.
- Look over the map to check which door each student needs to enter and dismiss from.
- Bring a water bottle for each child, labeled!
- Snacks should be prepackaged.
- If your child has a face covering they like, have them wear it!
- Talk with your child about the importance of respecting each other's circle of grace and handwashing.

Tips for Helping Kids Wear Masks

My mask protects you, and your mask protects me.

It may be scary for kids to start wearing a mask, here are some types to help them through it. Masks are only for children over two years old.



Let them pick it out!

Let kids choose their color or fabric or decorations for their masks. Decorating a mask is fine only if it does not affect the integrity of the mask. Surgical masks should not be decorated.



Wear it properly.

Teach them to wash hands for 20 seconds before touching the mask. Next, put it on and loop it around ears. Make sure to cover the nose, chin and mouth fully. And, if using cloth masks, wash them after every use.



Be a mask role model yourself.

Wear your mask and explain how it keeps both you and others safe.



Make play masks for stuffed animals or dolls.

Help them, using materials around the house, to make mask for their toys.



Practice wearing the mask.

Start at home with short periods of time while doing fun activities. Some may only need a few minutes to adjust, while others may need to practice daily. Gradually work up to 30 minutes.



Follow a plan and offer rewards.

Consistency helps form good habits. Make a plan with your family and stick to it! Find what motivates your child and set some fun goals or small rewards if needed.

Information above sourced from the recommendations of the Centers for Disease Control and Prevention (CDC)