

## Face-to-Face School Plans

**School: GLH Johnson Elementary**

**Date Submitted: October 13, 2020**

### **Guidelines for all schools:**

1) Wear a mask in school and on the bus (face masks, **if needed**, are provided to students).

The following types of face masks will not be allowed:

- Gaiter style masks (neck masks)
- Masks with vents
- Bandana style masks

2) Wash hands (hand sanitizer will be available in all classrooms and soap in restrooms)

3) Social distance.

4) Temperatures will be taken each morning and as needed.

5) All students will behave by complying with the guidelines (1-4) and student code of conduct.

6) Breakfast and lunch will be provided in classrooms (bottled water will be provided to students throughout the school day)

7) Classroom doors will be kept open to increase ventilation.

8) No visitors outside the school division will be allowed during the school day.

9) K-3 Face-to-Face students will bring their chromebooks back to school with them. The chromebooks will remain at school. Fourth and fifth grade students will bring their chromebooks with them to school each day, fully charged.

**1. What is the new daily schedule for virtual and face-to-face? 8:50 am - 3:50pm See below**

Time	Teacher Instruction	Student Activity	Special Teachers
8:50-9:10	Arrival & Breakfast Morning Meeting/Social Emotional Learning Activities	Morning activity	
9:10-9:55	<b>Whole Group Instruction (Reading)</b> Kindergarten-Math/Science 1st Grade-Math/Science 2nd Grade-Reading/Writing/Social Studies 3rd Grade- Reading/Writing/ Social Studies	Introduction of new material and review	Lesson videos and preparations
9:55-10:55	<input type="checkbox"/> Independent Work <input type="checkbox"/> Face to Face Small Group Time <input type="checkbox"/> Virtual Small Group Time <input type="checkbox"/> EL and SPED support <input type="checkbox"/> Assessment Time as needed		Push In
11:00-11:40	<b>Whole Group Instruction (Math)</b> Kindergarten-Reading/Writing/Social Studies 1st Grade-Reading/Writing/Social Studies 2nd Grade-Reading/Writing/Social Studies 3rd Grade- Math/Science	Introduction of new material and review	Lesson videos and preparations
11:40-12:00	<input type="checkbox"/> Independent Work <input type="checkbox"/> Face to Face Small Group Time <input type="checkbox"/> Virtual Small Group Time <input type="checkbox"/> EL and SPED support <input type="checkbox"/> Assessment Time as needed		Push In
12:00-1:00	<b>Lunch &amp; Recess</b>		Special Teachers and Support Staff will cover recess and lunch for Face-to - Face
1:00-1:40	<input type="checkbox"/> Independent Work <input type="checkbox"/> Face to Face Small Group Time <input type="checkbox"/> Virtual Small Group Time <input type="checkbox"/> EL and SPED support <input type="checkbox"/> Assessment Time as needed		1:10-1:40 Lunch Specials Teachers and Support Staff

1:40-2:10	<p><b><u>Whole Group Instruction (Science/Social Studies)</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Independent Work</li> <li><input type="checkbox"/> Face to Face Small Group Time</li> <li><input type="checkbox"/> Virtual Small Group Time</li> <li><input type="checkbox"/> EL and SPED support <ul style="list-style-type: none"> <li><input type="checkbox"/> Assessment Time as needed</li> </ul> </li> </ul>	Introduction of new material and review	Lesson videos and preparations Push In
2:10-3:50	<p style="text-align: center;">Specials Intervention/Enrichment (I/E) Small Group Instruction</p>	<ul style="list-style-type: none"> <li>• Virtual students log into Canvas Google Meet.</li> <li>• Face to Face will have sessions in class. Follow Specials Schedule.</li> </ul>	<p style="text-align: center;"><b><u>Specials</u></b> <i>(See Canvas page for assigned specials teacher)</i></p> <p>2:10-2:35 Kindergarten 2:35-3:00 First Grade 3:00-3:25 Third Grade 3:25-3:50 Second Grade</p>

**2. How will arrival and dismissal of students be handled (bus, car riders, walkers)?**

**Arrival:**

**Bus riders** will be dismissed from the bus one student at a time with a staff member checking temperature as they exit the bus. Students will be dismissed by seat. Kindergarten and 1st grade will enter the door beside the cafeteria and second and third grade students will enter using the door that opens to the third grade hall. Staff will be stationed throughout these areas to monitor students. Hallways will be marked to indicate 6 feet apart.

**Car Riders:** Car Riders will enter through the main entrance of the school and break off to their respective hallway or stairwell. Staff will be stationed throughout the building to monitor students and ensure that masks are worn and social distancing is practiced. Car riders' temperatures will be checked before they leave their parent's car and enter the building.

**Walkers:** Students' temperature will be checked once they enter the building.

**Dismissal:**

**Bus riders** will be dismissed from their class once their bus arrives on campus. They will exit the school through the doors adjacent to the bus drop off parking lot which they also use for arrival.

The office will announce each bus so only one bus is loaded at a time. Supervision will be posted on each hallway.

**Car riders** will be socially distanced in the gym, media center and hallway. Staff will be positioned to walk students to their car once their name is announced over the Walkie Talkie.

**Walkers** will be walked to their designated location and released to a parent/guardian. The meeting place will be the stairwell closest to the office.

**3. Describe how classrooms will be arranged and the average number of students in each classroom.**

Desks will be 6 feet apart. Extra furniture will be removed from the Face-to- Face classroom.

<b>Grade</b>	<b>Average Number Per Class</b>
<b>Kindergarten</b>	<b>15</b>
<b>1st Grade</b>	<b>16</b>
<b>2nd Grade</b>	<b>13</b>
<b>3rd Grade</b>	<b>14</b>

**4. Meals will continue to be served in the community. Face-to-face students will be eating in their rooms with their teachers. How will this be accommodated?**

***Note: Teachers must remain with students during meal times.***

Breakfast and lunch will be delivered to the classroom. Lunch may be able to be eaten outside.... weather permitting. Students will not talk while eating breakfast or lunch. Once students have finished eating, masks will be placed back on before talking.

**5. How will class changes/transitions be conducted?**

Specialty teachers will come to the homeroom teacher's classroom to deliver instruction. Physical Education will be held in the gym.

**6. How will students be monitored in the hallways?**

Support staff will monitor students in the hallway. Teachers will walk with their students and follow CDC guidelines.

**7. What will be the guidelines for restroom use?**

Restroom schedules will be developed to avoid multiple classes using the restroom at one time. Hallway Restrooms will be cleaned throughout the day A restroom schedule will be developed for cleaning in classroom restrooms throughout the day.

**8. If staff do not have responsibility for teaching, what duties will they be assigned?**

Temperature checks, hall monitoring, restroom monitoring, dismissal, help delivering breakfast and lunches and escorting tardy students to class.

**9. Where is the wellness room located and how will it be monitored when occupied?**

Room 7 will be used as the wellness room. The room is located close to the bus entrance as well as the front entrance. The room will be monitored by the nurse as well as a staff member.

**10. How will emergency drills be conducted?**

**Fire Drills:** Perform as normal, but maintain social distancing, wear masks and hand-sanitation once you return to the class. Everyone will take their time and be safe.

**Lockdown Drills:** Teachers will verbally explain what to do in a real situation so students understand their responsibilities.. VERBAL INSTRUCTION ONLY

**Earthquake:** Students will perform the drill while maintaining social distancing.

**Tornado Drill:** Teachers will teach the process VERBALLY.

**11. How will singleton courses/exploratory be taught?**

Specialty teachers will go to the core teachers classrooms to deliver instruction except for the gym. Classes will be taught virtually and face to face.

**12. How will the staff teach student expectations to ensure safety, order, and an environment conducive to learning?**

- a. Teaching and modeling safety guidelines**
- b. Addressing students' social and emotional needs**
- c. Training and enforcing the school-wide expectations and Student CORE**

- A. Make videos of proper guidelines, modeling by following the guidelines, district provides guideline posters for classrooms and hallways.
- B. If a teacher suspects a student if struggling emotionally, the teacher will reach out the guidance counselor and/or families.
- C. Make mask-break stations.

### **13. How do we handle a positive case in the school system?**

When a staff member or student is confirmed to have Covid-19, the Principal will notify the Pandemic Coordinator. Contact tracing will begin immediately to identify any exposures. The staff and parents of that school will be notified of a positive case. If a student has been exposed, the student's parents will be notified. If a staff member has been exposed, he/she will be notified.