

## Abner Gibbs Reopening Plan

### Staff

- Staff are required to wear masks at all times except for mask breaks.
- Staff will participate in safety training to provide a safe environment for themselves and students.
- Staff will go over safety procedures with students to provide safety for all.

### Students

- Students in grades K-6 are required to wear masks at all times except for mask breaks, lunch and breakfast.
- Students will take everything out of their backpacks and leave them at their seats for the day. Lockers will only be used when coats and boots are worn.

### Building

- Sanitizer will be at each entrance. Students in Kindergarten will enter and exit the building in the back entrance on the black top. Students in grades 3 and 4 will enter and exit the building through the main entrance. 1st and 2nd graders enter and exit the building on the South Maple side of the building. These are the only two entrances to be used by staff and students.
- Hallways will be marked on the walls or floor to support 6 foot social distancing.
- Classrooms layout will be arranged to support 6 foot social distancing.
- Classroom tables, desks, and chairs will be sanitized daily by our custodians that have been trained on proper sanitizing.

### Grounds

- Playground equipment will not be used by students during school hours.
- Parents and students are not allowed to congregate on the grounds.

### Adult Bathrooms

- Staff is expected to clean up behind themselves and leave the bathroom in the condition they found it in.
- Gloves and baby wipes will be provided to wipe the toilet seat before you sit and cleanser wipes will be provided for after you have gone.
- Please do not flush wipes!
- All staff must wash their hands for 20 seconds before returning to the classroom.
- Practice social distancing of 6 feet while in the bathroom.
- Staff will use hand sanitizer upon entering their classroom.

### Bus Students

- Buses will be emptied one at a time.
- Bus students will enter at the front lobby door and use hand sanitizer upon arrival.

- Students will be directed to go directly to their classroom or breakfast using the marks on the walls to stay 6 feet away from others.
- Upon arrival to their classroom, students take their seats.

#### Car/Walker Students

- Car/walker students will enter the building at their designated grade level entrance. Students will use hand sanitizer upon arrival.
- Students will be directed to go directly to their classroom or breakfast using the marks on the walls to stay 6 feet away from others.
- Upon arrival to their classroom, students take their assigned seats.

#### Breakfast

- Breakfast students will go directly to the cafeteria.
- Students will get their breakfast and go directly to their classroom. Students will keep their backpacks and belongings with them at all times.
- Spots will be marked on the floor to support 6 feet separation while lining up to get food.
- Once a student enters the classroom, they will sanitize their hands prior to eating.
- All food choices, including silverware, will be handed to the student by gloved staff.
- Spots will be marked on the floor to support 6 feet apart when lining up to leave the cafeteria.
- Tables and seats will be cleaned by staff as the students leave breakfast..

#### Hallways

- Hallways will have marks on the walls or floors that support 6 feet apart.
- Movement in the hallways will only occur when entering the building, going to and from lunch, recess, mask breaks, gym and when exiting the building at the end of the day.
- Classes will not pass each other in the hallways.

#### Attendance

- Attendance will be taken every day remotely through Google Meets and at school through Powerschool.

#### Grades

- All assignments will be graded using our current report card.
- All parents will have a parent portal on PowerSchool for report cards.

### Bathroom Procedure

- Students will go to the bathroom one at a time. Teachers will create bathroom breaks within their daily schedule.
- There will be a stop mark on the bathroom floor at the entrance of the large bathrooms for grades 2-4. Teachers will monitor this usage as students ask to go to the bathroom.
- In case of a line, students will use the hallway markers that are 6 feet apart.
- Students will sign out in the classroom using their own writing utensil.
- Students will wash hands for 20 seconds using the ABC song as reference.
- Students will use hand sanitizer upon entrance back into the classroom.

### Lunch Procedure

- Classroom teachers will take lunch count by raised hands and call the results to the cafeteria.
- Classrooms will be called to the cafeteria so no classes are in the hallway at the same time.
- Lunch cards will no longer be used. The students will memorize their numbers or give their name to the cashier.
- Students will eat in the cafeteria at ½ capacity. X's will be put on ½ of the seats to support 6 feet apart.
- Spots will be marked on the floor to support 6 feet separation while lining up to get food and discarding trays at the end of lunch..
- Tables will be called to line up one table at a time. That will be 4 students at a time.
- All food choices, including silverware, will be handed to the student by gloved staff.
- Spots will be marked on the floor to support 6 feet apart when lining up to leave the cafeteria.
- Tables and seats will be cleaned between lunches by staff.

### Recess Procedure

- Recess will be outside on good weather days.
- Students will not be able to use playground equipment or toys, unless playground equipment is sanitized in the am and between the recess times. Classrooms could have their own basket of playground toys that get sanitized each night.
- Staff will engage students in games that support social distancing. (Simon Says, Red Light/Green Light, calisthenics, etc.)
- Students will use painted stars on the playground to support 6 feet apart.

### Teacher Table Procedure

- Students will bring their own seats up to the teacher table. Marks will be on the floor where the chairs will go to support social distancing.
- Dividers will be used between students.
- Teachers will wash tables in between groups.

#### Small Group Pull Out Procedure

- Student Support will pick up students at the classroom and escort them in the hallway using the wall markers that are 6 feet apart.
- Students will use hand sanitizer upon entering the room.
- Teachers will use the same Teacher Table Procedures as above.
- Students will use their own materials or individual materials assigned to them.
- Students will be returned to the classroom using the same procedure as above.
- Students will use hand sanitizer upon entering the room.

#### Materials

- Students will bring their own materials to school and keep them in a pencil box.
- Their pencil box will remain with them at their table.
- Parents will periodically replenish their child's supplies and the school will provide materials as needed during the school day.
- Teachers will provide individual manipulatives to the students.
- Other materials that are used at a grade level (handwriting books, math workbooks, etc.) will be provided by the school.
- Teachers may have students select books from their classroom library and follow the same procedure as the library will.

#### Chromebooks

- Chromebooks will be supplied by the district.
- When we move to the Week A/Week B model, Chromebooks will come to school on Monday and be returned home on Friday for the remote week.
- No homework will be given during this time.

#### Mask Breaks

- Mask breaks will be taken every hour. Timing will be at the teachers discretion.
- Mask breaks can be taken outside when weather permits.

#### Specials

- All Specialists will move to the classroom with their own technology device to attach to the SMART Board.
- Materials will not be shared by students.

- PE will take place outside or in the gym using marks on the floor or field that are 6 feet apart. Most activities will be independent (Yoga, Calisthenics, Simon Says, jogging, etc.). Students will not use gym equipment that is shared by others.

### Gym

- If outdoors, without masks, gym can occur with 10 feet of distance between individuals.
- If outdoors, with masks required, gym can occur with 6 feet of distance between individuals.
- If indoors, with masks required, gym can occur with 6 feet of distance between individuals.
- Gym can not occur indoors without a mask.
- Shared equipment must be cleaned and wiped down thoroughly before and after each use.
- Try to plan lessons that have cohorts using different materials.

### Band and Chorus

- More information will come once the Week A/Week B model is phased in.
- Chorus, singing, brass and woodwind instruments are to be outside only. Masks are encouraged and these activities require at least 10 feet apart.
- Chorus and singing are not permitted indoors.
- Instruments are never to be shared.

### Library

- The Library paraprofessional will move to the classroom and read a story to the class every week.
- Books will be on a cart for students to select without touching. Sticky notes with students' names will be put on the books and the books will be given to the students after they are checked out of the library.
- Books will be checked out once every two weeks and returned to an empty crate, where they will stay for 2 weeks before being put back into circulation.

### Nurse Visits

- When a student needs to visit the nurse, the teacher will call the Nurse's office.
- The nurse will call the classroom teacher back when she is able to see the student. The student will go to the nurse's office.
- If a child is presenting symptoms of the COVID virus. The student will immediately be moved to a designated COVID room and protocol will be engaged.

### COVID Room

- There will be a designated COVID Room that is separate from the Nurse's office.
- If the nurse believes that a student has symptoms consistent with the Coronavirus the parent will be called and the student will be attended by a staff member in the COVID Room.
- The COVID Room will be equipped with furniture to provide comfort for your child until you can get to school to pick them up to go directly to the doctors office.

### Notes to Office

- All notes to the office will be picked up at the classroom by a staff member.

### Visitors/Parents

- There will be no visitors or parents allowed in the building.
- If you are picking your child up early, please use the front door that has a speaker.
- A note should accompany your child in the morning or a phone call at least an hour before you are picking them up.
- You will be asked to show your ID and your child will be delivered to you.
- Please bring your own pen to sign your child out.

### Mailboxes

- Only staff will be allowed to touch the student mailboxes. Students will be handed any materials at the end of each day by a staff member.

### Water Fountains

- All water fountains will be blocked for student and staff use except for the filtered bottle refilling stations.
- Please have your children bring their own water bottles to school.

### Dismissal

- Students will be dismissed gradually.

- Teachers will have all students packed up to leave so they can assist with monitoring the hallways.
- Walkers and car students will be dismissed out the parking lot door.
- Staff will escort K students outside.
- Grades 1-4 will be dismissed by classroom and grade level. Students will use the marks on the walls to maintain social distancing.
- Parents are asked to park and collect your children. Please hold their hands when crossing the parking lot.
- Bus students will be dismissed in the order that the buses arrive.
- Staff will escort K students to the bus.
- Grades 1-4 will be dismissed by classroom and grade level. Students will use the marks on the walls to maintain social distancing.
- All students will be wearing masks.

#### Classroom Doors

- Classroom doors will be left in the lock position, but left open to reduce touchpoints.