

Reopening Plan for Parents

Perry Hall Elementary School

February 2021



Staff in the Schoolhouse

The following staff are working inside the schoolhouse at this time:

- Administration & office staff
- Teachers:
 - Grades preK-grade 2
 - Special area
 - Special education & Related service providers (SLP, OT)
 - ESOL
 - Reading specialist
 - Paraeducators working with grades preK-grade 2
 - Custodial & Cafeteria Staff (kitchen only)
 - Daily substitutes (Mrs. Headley, Mrs. Olazo, Ms. Moorefield)





Cohorts

Cohort A-Reports to school Mondays & Tuesdays. Virtual all other days

Cohort B-Reports to school Thursdays & Fridays. Virtual all other days

Cohort C-Completely virtual all 5 days

Backpack tags are color-coded:
Cohort A=**WHITE** Cohort B=**RED**

Parents have the choice to move their child into or out of the hybrid setting .

IMPORTANT: Keep in mind the survey closing and start dates for parents & students.

Audience	Request Date Window (Window closes at 5:00 pm on Fridays)	Start Dates (Start dates applicable to the start day of the individual phases)
Phase 1 - Public Separate Day Schools and	Survey window- February 5	Week of March 1
	February 6- February 19	Week of March 8
Phase 2- Pre- School through Grade 2	February 20 – March 5	Week of March 22
	March 6 – March 12	Week of April 6
Phase 3 – OGE Special Education programs Grades 3 - 12 and Select CTE programs	Survey window- February 12	Week of March 15
	February 13- February 26	Week of March 22
	February 27 – March 12	Week of April 6
Phase 4- Grades 3 through 12	Survey window – March 12	Week of March 22 (Grades 6 & 9 only)
		Week of April 6
ALL	March 13 – March 26	Week of April 19
	March 27- April 9	Week of May 3
	April 10 – April 23	Week of May 17
	April 24 – May 7	Week of May 31

Mitigation



Following the *COVID-19 Mitigation Safety Checklist*, the following must occur for the health & safety for all students and staff:

- **Social distancing**-Staff & students will maintain a distance of 6ft. Markers have been placed around the building (halls, office, arrival/dismissal areas, etc.)
- **Face Covering**-Staff & students will wear cloth masks (**no gaiters or valves**) at all times on school campus (inside & out) with the mouth & nose covered
- **Contact Tracing**-ALL visitors & staff will sign in/out daily. Students have assigned seats in all areas of the building and on the school bus.
- **Hand Hygiene**-Frequent hand-washing & use of hand sanitizer will occur throughout the day. Supplies are readily available throughout the building

Mitigation cont'd



- **Cleaning**-Procedures & schedules are in place for routine cleaning of high-touch surfaces throughout the building by custodial staff. Teachers will minimize the sharing of items among students. If items are shared in any way, they will be cleaned or sat aside for the appropriate amount of time.
- **Screening**-All staff have completed online trainings & person screening. **Parents will screen students DAILY prior to sending them to school using the COVID-19 Screening & Emergency Contact Form. This is to be completed and sent with your child on the first day and the first day of every month.** (The form is attached in this email.)
- **Communication/Signage**-Signage regarding mitigation (reminders for social distancing, hand washing, occupancy, etc.) are located throughout the building
- **Inside**-Restroom occupancy has been identified and will be monitored, water fountains are covered; specific traffic patterns will be in place for classroom movement around the building.
- **Outside**-6ft social distancing is still required (and marked where necessary), mask use will still be in place, there no use of playground equipment at any time (including before/after school)

School Hours

- **School Hours:**
 - Arrival 9:05-9:20
 - Dismissal 3:50-4:05
 - Instruction begins promptly at 9:20



Procedures: Attendance



- Attendance will continue to be taken in *FOCUS* daily
- Students are expected to attend ALL classes and small groups daily by logging in and participating in some way. If your child is unable to attend for some reason, please contact the teacher.
- Students will not be marked for lateness or for early dismissal
- The same BCPS attendance standards are in place as earlier in the year. (The guidelines are attached to this email.)

Procedures: Arrival & Dismissal cont'd



- **Arrival & Dismissal Routines:** (The procedures are attached in this email.)
 - A student may be a **bus rider**-Student rides the BCPS school bus to and from school. Students will enter/exit at the front of the building.
 - A student may be a **car rider**-Student is dropped off and picked up in the back car loop. **Parents stay in the car and wear a mask.** Students will enter/exit from the back of the building and wait in the hard-court area.
 - A student may be a **walker**-Students walks to and from school OR parent parks on a side road and drops off/meets student at pavilion. **Parents must maintain social distancing and wear a mask.** Students will enter/exit from the back of the building.
 - A student may ride a **day care van**-Student is transported by a day care van to and from school. Students will enter/exit from the back of the building.

Procedures: Arrival & Dismissal cont'd



- **Notes:**

- There will be MANY adults around the building to assist students in the arrival/dismissal routines and helping students find their classrooms.
- ALL students will have a colored tag attached to the top of their backpack designating the student's dismissal routine. Please leave this in place. All pre-k and kindergarten students will have transportation information in their plastic backpack tag.
- **ALL students must wear a mask during the dismissal process.**
- At no time should students play on the playground equipment or on the school campus before/after school. The equipment is closed at this time and there is no supervision by school staff.
- All car riders must be walking toward the school by 9:20 to enter.
- All walkers must be at the back door by 9:20 to enter.
- Any students arriving after 9:20 will enter through the front doors of the building.

Procedures: Breakfast & Lunch



- **Breakfast:** Breakfast will be available to ALL students, free of charge. Breakfast “grab & go” bags will be available as students arrive and enter the building.
- **Lunch:** Lunch will be available to ALL students, free of charge. Lunch will be a “grab & go” format. **Water, snacks and a la carte items will NOT be available.** A PHES water bottle will be provided to all students as they return to school. This can be filled at home and sent to school each day if you so choose. (The menu is attached to this email.)
- **Lunch Location:** Students will eat in the classroom at their desks and on alternative weeks, they will eat in the cafeteria. Students will be seated according to social distancing guidelines in both locations.
- **Food allergies:** Students with food allergies (related to breakfast/lunch) will be identified and students will be provided a lunch that meets their allergy needs.

Procedures: Bathroom



- Each grade level will have a scheduled window for students to take turns using the gang bathrooms (not classroom bathroom breaks). Only 2 students at a time will be permitted in the bathroom per the posted occupancy
- Classrooms (grades 2-5 & special areas) will have a sign out/in sheet in the classroom. Each sheet will have the date, cohort and will be kept for 3 weeks.
- The custodial staff will have a copy of the schedule in order to schedule cleaning of high-touch areas during the day
- In the classrooms on the first floor, students will use the bathrooms inside of the classroom.
- Soap, paper towels and hand sanitizer will be readily available

Procedures: Health Suite



- **Prevention in the Classroom:** Teachers will be provided with items to assist students with non-emergency situations (band aids, safety pins, etc.)
- **Students Who are Ill/Injured:** Teachers will send students that are ill/injured to the nurse for evaluation and next steps.
- **In the Health Suite:**
 - If a student is symptomatic, the student will be sent home (**NEW**) from the health suite.
 - The parent will be notified and will pick up the student at exit at the far end of the building. (Parent or emergency contact will be asked to show ID).
 - The nurse will provide the parent with information on next steps for the student.
 - The nurse will work with each situation on an individual basis. BCPS protocols are in place for students that may exhibit COVID-like illness, positive test result, need for quarantining, etc.
- **Students needing daily medication:** Students will be scheduled a specific time to walk to the health suite to obtain their medicine.

Instruction



- **Schedule:** March 1st, new full-day schedules begin for ALL students (in-person or virtual)
 - Pre-K through grade 2 will dismiss at 1:50 from March 1-March 12
 - All teachers will share the grade level schedule with their students & parents
- **Seating:** Students will be seated socially distanced and with appropriate mitigation.
 - A seating chart will be maintained for all classes.

Instruction cont'd



- **Student Items:** Students will keep their belongings (backpack, coat, etc.) on the back of their chair. Closets and cubbies will not be used. Some teachers may supply individual “bins” for student belongings.
- **Supplies:**
 - One supply list for the school has been created for both in-person and virtual learning.
 - The list indicates items students should return and/or bring to school each day.
 - Art supplies will be kept in individual boxes maintained in the classroom and carried to art class.
 - Students should take home supplies on Tuesdays (Cohort A), Fridays (Cohort B) and whenever inclement weather is predicted

Instruction cont'd



- **Devices:**
- **Manipulatives:** Whenever possible, students will not share manipulatives. If items are shared among students, the teacher will follow mitigation cleaning as appropriate

Safety



- Safety drills (fire drills, etc.) will continue and allow practice with each cohort
- When students return, safety drills will be planned and announced to teachers. Students working virtually will complete asynchronous work while in-person students participate in the drill
- Social distancing and use of masks will be required during all drills

Miscellaneous



- **Visitors:** Visitors are only allowed in the building by appointment. All visitors must sign-in and follow all mitigation practices of the school (face mask, social distancing, etc.). In most cases, visitors will be met at the front door by office staff
- **Volunteers:** Volunteers are not permitted in the building at this time.
- **Gators Program:** *Gators* Before/After school program has not been approved to be in the building at this time.
- **The expectation for Independent Learning Wednesdays:** On Independent Learning Wednesdays (asynchronous), students will log in at 9:20 for their class meeting. Some students may need to log into a special area class. Teachers will then work with small groups and/or individual students as needed. The following Wednesdays are Live Instructional Days at this time:
 - Wednesday, April 7th
 - Wednesday, June 2nd

We are excited to be back!!

Our building and our staff are excited to be back and to
welcome all of our hybrid students!!!

#gatorpride

