

# Englewood Elementary

## 2<sup>nd</sup> Nine weeks Plan

We look forward to your return to Englewood on October 19th. We have worked very hard to prepare for this year to be as normal as possible, while maintaining the safety of our students, employees, and families. We look forward to seeing all of our families at some point this year. We have compiled a list of things that will help you to better understand what this school year will look like at EES. As you know, changes may occur to procedures and protocols as we try to live with the new normal of COVID-19. Please understand that this is our plan, but things may need to be tweaked from time to time as conditions around us change throughout the year.

**Face Masks:** Currently, there is a state-wide mandate to wear face masks. Students in grades 2-12 and employees will be required to follow those guidelines. All other students are encouraged to wear a mask. Masks will be provided by the school system, but you are also welcome to wear your own.

**Buses:** Students in grades 2-12 will be required to wear a mask on the school bus per the Governor's mandate. All other students are encouraged to wear a mask while on the bus. Students will have assigned seats and will use the same seat each day. Buses will be sanitized after routes every day.

**Morning Drop Off:** Drop off will start at 7:25 for EES each day. Students not eating breakfast will sit in the hallway outside of their classrooms. Students eating breakfast will eat in the lunchroom and follow social distancing guidelines. The tardy bell rings at 8:00. Students are considered tardy after 8:00 and an adult will need to accompany the student to the door.

**Afternoon Pick Up:** Buses start dismissing at 2:30. Bus riders will be dismissed a few buses at a time to lessen the number of students loading at one time. Car riders will dismiss starting at 2:35 for EES. Students will sit in the cafeteria and follow social distancing by standing on marks to keep them distanced. Parents MUST have a sign with the child's name clearly and boldly marked.

**Classrooms:** In addition to our regular cleaning schedule, each classroom will receive cleaning supplies and teachers are encouraged to clean and use hand sanitizer throughout the day. At the end of each day, classrooms will be sanitized with a special misting machine. While in classrooms, students will be spaced out as much as feasibly possible.

**Special Classes:** Library/Technology classes will take place in the library this year. Teachers in those classes will sanitize using the misting machines between classes. Students will be able to check out books however, upon return, books will be quarantined for 72 hours before being reshelved.

**PE:** Students will participate in PE each day. Classes are arranged so that social distancing can be accommodated as much as possible. PE classes will also be outside as much as possible. PE equipment and areas will be sanitized with the misting machine between each rotation.

**Water Fountains:** Water fountains will not be used this year. Students are encouraged to bring a bottle of water or water bottles each day. We have extra water bottles available if students do not have their own.

**Lunchroom:** Students will be encouraged to wash and sanitize hands before and after lunch. We have a sanitizing stations at the entrance of our cafeteria. Students will go through the serving line and receive pre-packaged foods. They will not self-serve this year. Students will not use the keypad this year for their lunch numbers. Instead, student cards will be scanned as they walk through the line. All students will have access to free breakfast and lunch through December. If your child wants to buy extras, We HIGHLY ENCOURAGE parents to add funds to student lunch accounts using MySchoolBucks.com. To adhere to social distancing guidelines, the lunchroom will only be filled to half capacity each day. Cafeteria seats are marked with stickers so that students know where to sit. All students will sit 6ft apart while in the lunchroom. Classes will eat in the lunchroom on a rotational bases, in their classrooms, or other designated areas throughout the year. Lunchroom tables will be cleaned and sanitized between each class.

**Restrooms:** In addition to regular cleaning, restrooms will be sanitized using the misting machines throughout the day.

**Visitors:** Visitors are not allowed during this time. Unfortunately, visitors will not be allowed for lunch, special snacks, volunteer opportunities, etc. until further notice. We hope to be able to open our doors to our wonderful parents as soon as it is safe for our students and employees.

**Birthday Parties:** Due to USDA rules and COVID guidelines we are not able to have birthday parties. Any outside food for special events must be prepackaged and individually wrapped.

**Check-Ins & Check-Outs:** If a student needs to check in or out, the parent must accompany them to the front door and ring the bell for assistance. A staff member will bring the check-in/check-out slip to the door. Visitors will not be allowed to enter the building during check-ins/check-outs.

**Nurse/Sickness:** Students temperatures will be checked anytime they do not feel well. In the event that a student shows major symptoms of COVID, they will be isolated in a quarantine area until parents come to pick them up. If you are called to pick up your child because they are sick, please do so ASAP! Sick students should not be left at school for an extended period of time. We will follow the guidelines developed by ADPH when dealing with illnesses. For the latest information please visit the ADPH website.

**Supplies:** Supply list can be found on Englewood's website. However, we have supplies available for students who need them.

Thank you!