

## Return to Learn-RS Elementary

After meeting with staff and carefully considering how we can keep all students and staff safe, the following is the plan we came up with to start the year. We are fully aware that we may need to make changes as we move through the year. Please follow up with Mrs. Hartzler if you have any further questions or concerns. Please know that this is how we plan to start and will make changes as we feel them necessary as we go along. We are excited to have kids back into the school again!

1. Entering/exiting school
  - a. Students will still use the north door for bus drop off and the west doors for parent drop off.
  - b. Parents will continue to use the parent drive through to drop off their child.
  - c. At night, we will use as many doors as we can to let students leave the building. If they are bus riders, they will go out the north doors, if they are riders, they will use the west doors and if they are walkers, they will use any door that is closest to their destination (this is different from other years).
  - d. Students with lockers and those with cubbies will be allowed to get their things in shifts to keep the crowd to a minimum.
  - e. Parents picking up students during the day: please call the school to let the secretaries know you are out there and we will send the child out.
  
2. Bus rooms
  - a. Although we can't avoid having kids waiting together in rooms for school to start in the morning or the buses in the afternoon, we are planning to spread out the children in the rooms, use more staff, more rooms and when the weather is good, outside.
  
3. Specials-kids will be sitting with their cohorts from the classroom at each special
  - a. PE-Mrs. Braathun will attempt as many classes as she can outside; she is adding activities that will limit students in groups and sharing equipment.
  - b. Music-Mrs. Friest is spreading out her seating in her room and adding more activities for learning music and less singing.
  - c. Art-Mrs. Tebben is asking all students to bring their supplies from their classes in zip lock bags so she doesn't have them share materials in her room.
  - d. Library-books will be quarantine for 3-4 days after check in. Students will sit on numbered dots on the floor to avoid tables and chairs and clean up between classes. Students will sanitize hands entering and exiting the library.
  
4. Lunch
  - a. We will have all classes sit at their own tables for lunch.
  - b. Tables will be sanitized after each class.

- c. Hands will be sanitized before eating.
  - d. No student helpers.
  - e. Students will be sitting with their cohorts from class.
5. Hallway
- a. Students will be reminded to keep a distance from their peers.
  - b. We will work on our traffic flow to minimize the amount of students and staff that are in a certain hall at one time.
6. Recess
- a. Students will be reminded to keep distance from each other.
  - b. Recess equipment will be discouraged and if used, will be sanitized after each use.
  - c. Students will wash and use sanitizer after each recess.
7. Classrooms
- a. Teachers will do their best to keep students apart from each other. When that can't be possible, students will be kept in their pod for an extended period so that we can keep the germ spread to a minimum.
  - b. Seating charts will be kept in all rooms to use in case of contact tracing. Those same students will be in line, lunch and specials near each other until the seating chart is changed.
8. Visitors
- a. To keep our students and staff as safe as possible, we will keep visitors to a minimum.
  - b. Student teachers, tutors, mentors and mental health professionals will be allowed to continue to do their jobs here and we will be asking them to mask up.
  - c. Parents are welcome in our office, but will not be allowed into any classrooms.
9. Cleaning
- a. Every desk and chair will be sanitized at the end of each day in the classrooms.
  - b. All teachers will make a concerted effort to regularly clean and sanitize toys and equipment being used. Bathrooms will be cleaned on a more rigorous schedule.
10. Masks
- a. Masks will be strongly recommended and in some classrooms, will be required. Teachers requiring the masks will be reaching out to the parents notifying them.
  - b. All classrooms will have masks in the room for the student who may have forgotten his/hers for the day.
11. Water fountains
- a. The water fountains are turned off, but most of them have bottle fillers.

- b. Thanks to our PTO <https://www.facebook.com/rolandstorypto> for buying a water bottle for EVERY child in our district. It will be important that your child bring that water bottle every day so they have something to drink out of. Please put your child's name on the bottle and wash it and return it each day.

#### 12. Snacks/birthday treats

- a. For those classes that have snack, we are asking students to bring in their own prepackaged snack. Preschool and kindergarten teachers will be communicating their plan with parents before the year begins.
- b. Birthday treats can only be store bought-no homemade treats.

#### 13. Meet and Greet

- a. We will plan to hold Meet and Greet, however we plan to spread it out a bit. Preschool, PK, K and 1 are all meeting with their parents at scheduled times. Grades 2, 3 and 4 will be holding meet and greet on our scheduled day, August 20th from 4:00-6:00.
- b. 4B and 3P will be doing conferences with parents as well and will be getting a hold of you if your child is in their class.
- c. We are asking that anyone with a last name that starts with A-M come from 4:00-5:00 and anyone with a last name that starts with N-Z come from 5:00-6:00. We also ask that only the child and one parent come to the room with the supplies.
- d. If you have more than one elementary student, we will have staff outside on the playground where the other children can wait for the parent to go in and see his/her classroom and meet the teacher.
- e. Leave your non-school aged children at home.
- f. Are you the only one parent that night? Bring all children to the playground and take only one at a time to the classroom.

#### 14. COVID cases (waiting to talk with Brandi on this one)

- a. **Picking up Covid-Related/Suspected Ill Students:** If a student has Covid related symptoms, the nurse or secretary will call the student's parents. Upon arrival, parents will call the office to let them know they are here and the student and nurse/secretary will meet the parent outside the main entrance to talk through next steps and the student will go home. The parent will talk with their health care provider and receive direction. The parent will then report to the school nurse or secretary by phone the guidance given by the doctor or inform them of when they will have an appointment. The school nurse or secretary will report findings to the principal and if it is a positive Covid case, the principal will begin the contact tracing process and then communicate to other families who had a student within 6 feet of the ill student for more than 15 minutes.
- b. **Picking up Non-Covid-Related/Suspected Ill Students:** If a student has Non-Covid related symptoms, the nurse or secretary will call the student's

parents. Upon arrival, parents will call the office to let them know they are here and the student and nurse/secretary will meet the parent outside the main entrance to talk through next steps and the student will go home.

- c. **Testing Positive for COVID-19:** If a student or staff member tests positive for COVID-19 they must quarantine for 10 days from the date of the test, AND have improving symptoms, AND be fever-free for 72 hours without fever-reducing medicine prior to return to school.
- d. **Exposure to Someone Testing Positive for COVID-19:** If a student or staff member is exposed to someone who has tested positive for COVID-19, the individual “exposed” must quarantine for 14 days. Exposure is currently defined by Story County Public Health as being within six feet of the individual who tested positive for more than 15 minutes.