

# Westvale Elementary School

## School Reopening Plan

This school reopening plan is based on

The Jordan School District 2020-2021 Reopening plan

[https://movingforward.jordandistrict.org/wp-content/uploads/sites/31/014\\_schoolreopening\\_approved.pdf](https://movingforward.jordandistrict.org/wp-content/uploads/sites/31/014_schoolreopening_approved.pdf) and

The State of Utah Covid-19 School Manual. [Coronavirus.utah.gov](https://coronavirus.utah.gov)

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### SCHOOL GENERAL INFORMATION

Schedules



#### **Monday-Thursday schedule**

Breakfast: 7:55am-8:15am *\*note that this is a later breakfast start time than last year*

School Starts: 8:25am

TARDY BELL: 8:30am

End of Day: 3:05pm

#### **Friday schedule**

- **Students will participate in at-home learning on Fridays.** This may be working on a chromebook and interacting with a teacher online or working on meaningful practice. A combination of online virtual learning and at-home learning will be prepped for Fridays. Individual teachers will communicate with parents.
- As needed, chromebooks and login information will be provided for students to work from home on Fridays.
- Students may be scheduled to attend in person small groups on specific Fridays, depending on student needs. (school hours: 10:30-1:05)
- The Remind application, emails, and/or phone calls will be utilized by teachers to communicate which students will participate for in-school learning on individual Friday sessions.

#### **Monday- Thursday ARRIVAL**

- Students will stay in designated line up areas outside near their assigned classroom hallways.
- Classroom lineup areas will be marked with teacher names.
- Parents and students are required to social distance and wear a mask on all areas of the school grounds including dropping off and picking up students.
- Music in the morning will start at **8:15am** to line up. Teachers will walk out assigned doors and then bring students into the building. Grade level doors will remain open until 8:30am. If lines are already in the building, students should enter through grade level doors or assigned outside classroom doors to enter classrooms.
- Parents are asked to bring students to school as close to start time as they are able, in an effort to minimize crowding on playgrounds

#### **Monday- Thursday DISMISSAL**

Students will be dismissed by last name in 30 second increments starting at 3:05.

Group 1- (A-K)

Group 2- (L-R)

Group 3- (S-Z)

Students will be asked to move straight to dismissal areas.

(car-line, day care van, and school bus)

Walkers will be encouraged to begin walking directly after dismissal.

## SCHOOL PLAN DETAILS BY LOCATION

### Plans to support “Before Coming to School”:



- The importance of screening for symptoms of COVID-19, and keeping children who are displaying those symptoms home will be frequently communicated and reinforced by school staff.
  - Symptoms of Covid-19 include fever of 100.4 or higher, cough, shortness of breath, decrease in sense of smell or taste, sore throat, or muscle aches
  - If parents do not have a thermometer, they should check their child’s skin to see if it feels warm or red, or ask if he or she has chills or is sweaty.
- A symptom screening checklist will be included in each student’s first day packet for guardian use.
- The school will work with families and students who have a Healthcare Plan, 504 Plan, or IEP that require updates, additional considerations, or changes due to COVID-19 to ensure student safety and health is maintained.
- The school will work with the guardians and students who fall into categories that are at a higher risk for COVID-19 related complications to ensure student safety.
- School administrators will ensure each person entering the Westvale school campus and the building without providing the necessary exemption documentation will need to wear a face covering. Face coverings will be provided if a student loses, damages, or forgets a mask.
- Classroom teachers will work with students and families that need to miss school due to illness, or who need to quarantine away from their classmates due to exposure, to ensure students still have access to materials and resources related to the learning taking place at school.
- Attendance policies will be revised to ensure that negative consequences are not applied to those that miss school due to illness.
- Grading/late-work policies will be revised to ensure reasonable timeframes are given to complete missing work that occurred while missing school due to illness.
- Each student will be assigned a specific Chromebook from their classroom cart to be checked out as needed.

### Plans to support “Bussing”





- Jordan District Transportation will create bus schedules and notify guardians of those schedules.
- Jordan District Transportation will create and maintain records of student seating charts on school busses to assist with contact tracing if necessary.
- Each person on a Jordan District bus will be required to wear a mask during the entirety of their time in the vehicle.
- When weather permits, all windows on school buses will be lowered to increase fresh air flow.
- Students will be asked to sit according to a seating chart with family members seated together whenever possible and according to their bus routes.
- School personnel will assist the bus driver in loading the busses in the afternoons according to their seating charts.



### Plans for Office



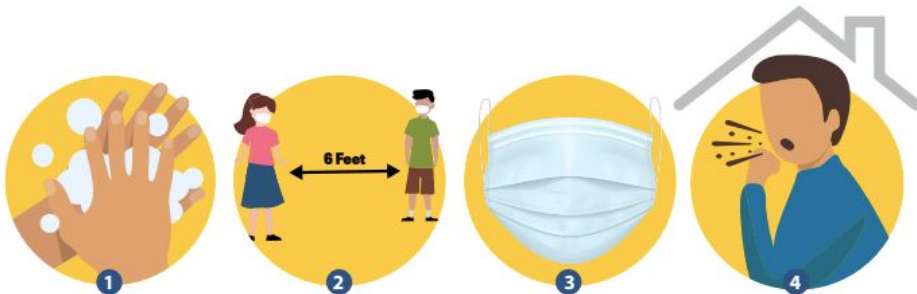
- Office staff will distribute PPE where needed and maintain an adequate supply of necessary PPE equipment in office storage areas.
- The office will use one way traffic patterns marked by arrows and spacing markers.
- **Curbside student checkout will be available.**
  - Parents/guardians can pull-up to the parking lot and call into the office. The office will call the student to the office and bring the student out to the car. Parent/adult identification will be checked curbside and the student will be released.
- In-school student checkout will be conducted from the school’s front foyer for those that choose not to utilize curbside checkout.
- Everyone that is on the school campus will be required to wear a mask.
- Opportunities for volunteers to work within the school building will be evaluated for safety and the minimization of risk by school administration on a case-by-case basis.
- The school has designated a dedicated “isolation area” just off of the school’s main office with additional airflow through a window, proximity to staff members for assistance if needed, an exterior exit to minimize contact with others potentially exposed to COVID-19, and which does not require a sick student or staff member to be moved through the hallways.
- The school’s traditional sick room will continue to serve its purpose for minor injuries and other necessary procedures.
- A “well student area” will be identified for students who receive medications or have basic office needs.

	<ul style="list-style-type: none"> <li>• All staff members will be provided access to a list of common symptoms of COVID-19. Any student that is experiencing symptoms will remain in the designated quarantine area until they can be picked up from school.</li> <li>• Staff members will be trained and reminded of the importance of maintaining privacy during conversations with stakeholders. Most conversations involving potentially private information will be conducted by either Mrs. Gaydosh or Mr. York when possible.</li> <li>• School administration will frequently reinforce the importance of staying home if a student or staff member is feeling sick.</li> </ul>
<p><b>Plans for Classrooms</b></p> 	<ul style="list-style-type: none"> <li>• Each classroom will have access to cleaning materials, PPE for students and teachers will be provided or supplemented as needed. A plexiglass shield will be installed near the front of the room, and another movable plexiglass shield will be available to use during small group work.</li> <li>• Students will sit at individual desks, rather than group seating tables. <ul style="list-style-type: none"> <li>○ Each desk will be facing toward the front of the classroom in the same direction.</li> <li>○ Each desk will be spaced to maximize distance between students within the space available in the classroom.</li> </ul> </li> <li>• Classroom materials that are rarely used, or are normally unnecessary, will be removed from the classroom to create additional space for spacing student desks.</li> <li>• Hand washing breaks will be built into each classroom's daily schedule, and hand washing materials/soap will be provided for student and teacher use.</li> <li>• Seating charts will be created and maintained, alongside accurate attendance records, for each classroom by the teacher to aid in any necessary contact tracing.</li> <li>• Classroom procedures for entering, exiting, and moving around the classroom will be designed to maximize distance between students as much as possible. <ul style="list-style-type: none"> <li>○ E.g. students exiting or entering the classroom in a line will be spaced one to two arm lengths apart.</li> </ul> </li> <li>• All faculty members will be trained to identify common symptoms of COVID-19, and know where students will be taken to isolate symptomatic students from other members of the school community,</li> <li>• The school's master schedule has been designed to avoid contact as possible between students in different classrooms including staggered recess times, and rotational teachers pushing into individual classrooms.</li> </ul>
<p><b>Plans for Unique Courses:</b> (music, art, PE, and library)</p> 	<p><b>Art/Music:</b></p> <ul style="list-style-type: none"> <li>• Art and Music teachers will follow a push in model.</li> <li>• Art and Music teachers will bring materials to classrooms so that students can work in their own spaces.</li> <li>• Materials, instruments, and manipulatives will be disinfected after each use.</li> </ul> <p><b>P.E.:</b></p> <ul style="list-style-type: none"> <li>• When possible, P.E. will take place outside on fields or the blacktop areas.</li> <li>• During activities students will be socially distanced or if because of the nature of the game, social distance is not possible, masks will be worn.</li> <li>• Activities that must take place inside the gymnasium will include considerations for maintaining distance between students.</li> <li>• If possible, during an indoor gymnasium activity, the divider between the cafeteria and gymnasium will remain open to increase fresh air flow.</li> <li>• Items and surfaces within the gymnasium will be frequently washed and sanitized.</li> <li>• Mask usage within the gymnasium will be maintained when possible.</li> <li>• Students will wash or sanitize their hands before and after participating in any activity in the gymnasium.</li> <li>• Procedures will be created by the school's P.E. specialist for entering and exiting the gym. e.g. lining up with at least an arm length between students and all students entering/exiting the gymnasium from designated points</li> </ul> <p><b>Library:</b></p> <ul style="list-style-type: none"> <li>• Books and materials that are checked out from the library will be isolated for a period of no less than 72 hours.</li> <li>• When possible, school media specialists will bring a selection of books and materials into each teacher's classroom in order to give students the ability to check out materials without entering the library.</li> <li>• Activities, lessons, and other times that require people to be present in the library will be designed with the importance of maintaining distancing between participants. <ul style="list-style-type: none"> <li>○ E.g. separated seating patterns and work surfaces.</li> </ul> </li> <li>• Routines and procedures will be created by the school's librarian for entering, exiting, and</li> </ul>

	<p>moving around the library when needed.</p> <ul style="list-style-type: none"> <li>• The school's librarian and media specialists will clean and disinfect books and materials where possible, and in ways that will not damage those books and materials.</li> </ul>
<p><b>Plans for Special Education Classrooms</b></p> 	<ul style="list-style-type: none"> <li>• Special education teachers will continue to serve students in both push-in and pull-out models.</li> <li>• Each Special education teacher has their own classroom space with plans for student workspaces that are socially distanced. Sanitizing will occur after each student group time.</li> <li>• Whenever possible, manipulatives will be for individual student use.</li> <li>• When Chromebooks are needed for special education group time, students will bring their chromebook from their general education classroom.</li> <li>• Healthcare Plans, 504 Plans, and IEPs will be reviewed as needed, to provide accommodations for special healthcare needs and necessary updates.</li> </ul>
<p><b>Plans for Hallways</b></p> 	<ul style="list-style-type: none"> <li>• Flow patterns will be established in hallways</li> <li>• Floor markings will be used to create line-up distancing for classrooms in specific locations to move through the hallways.</li> </ul>
<p><b>Plans for Cafeteria and Breakfast/Lunch</b></p> 	<ul style="list-style-type: none"> <li>• The number of students that will be utilizing the school cafeteria at the same timeframes during lunch will be minimized.</li> <li>• The divider between the gymnasium and cafeteria will be opened during lunch to provide additional space for distancing between students.</li> <li>• Student seating will be staggered to avoid any student directly facing another student.</li> <li>• Students will be assigned specific seats, which will maintain distance between students seated at the same table.</li> <li>• Students will wash their hands before and after eating lunch.</li> <li>• Procedures for entering/exiting the lunchroom, gathering a lunch, and moving to an assigned seating location will be established and reinforced by the school's administration.</li> <li>• Lunch staff will maintain a touchless payment system using student ID cards.</li> <li>• Typical payments will be charged including breakfast and lunch costs per student. Free and Reduced costs will be honored for all qualifying students. Grab and go options will be available everyday for online/virtual students.</li> <li>• Students will be offered both breakfast and lunch in the line if they come on Fridays. Regular costs associated with the meals will be charged for both meals.</li> <li>• Lunch pick up time for <u>online students</u> during the school week will be <b>12:00-1:00</b>. Students must enter through the 1st grade hallway door. (signs will be posted). Students will enter, walk to the cafeteria, get their lunch, their lunch number will be scanned for charges, and will exit through the same door.</li> <li>• Lunch pick up time for <u>students on Fridays</u> will be <b>12:00-1:00</b>. Students must enter through the 1st grade hallway door. (signs will be posted). Students will enter, walk to the cafeteria, get their lunch, their lunch number will be scanned for charges, and will exit through the same door.</li> </ul>
<p><b>Plans for Restrooms</b></p> 	<ul style="list-style-type: none"> <li>• Restrooms will be cleaned and sanitized multiple times per school day.</li> <li>• Classrooms will continue to use a sign-out system, in which students will sign out of the classroom when they walk independently to the restroom.</li> <li>• When appropriate, classrooms will also travel to the bathroom as a group under the direction of the classroom teacher. Students will wait, socially distanced, in the hallway and be allowed in 3 at a time, until all students have had an opportunity to use the restroom.</li> <li>• Water fountains where students put their mouth to the spout for drinking will not be used. Multiple water bottle filling stations have been installed in our building. Students will be asked to bring a water bottle to school for drinking water throughout the day. Water cups will be provided for students who are not able to bring a bottle.</li> <li>• Signage regarding proper handwashing techniques and practices will be present in each</li> </ul>

	classroom, above each sink in the restroom, and will be reinforced by faculty and staff.
<p><b>Plans for Recess/Playground</b></p> 	<ul style="list-style-type: none"> <li>• Students will go to recess in classroom groups with their teacher.</li> <li>• Students will go to/return from the playground using the exterior entrances of their classrooms where possible, or at the hallway exit closest to their classroom if their classroom does not have an exterior entrance.</li> <li>• Classrooms will be supplied with their own play equipment including balls, jump ropes, cones, etc. to be sanitized after use.</li> <li>• The importance of maintaining distance between other students on the playground will be discussed and reinforced. Teachers will be supervising their individual classroom students, social distancing outdoors during recess, therefore students will be allowed to take off masks during recess.</li> <li>• After recess is over students will wash their hands or hand sanitizer before resuming classwork.</li> <li>• High-touch areas of permanent playground equipment (rails, monkey bars, etc) will be frequently sanitized.</li> </ul>
<p><b>Plans for when a student or teacher/employee tests positive for COVID-19</b></p> 	<ul style="list-style-type: none"> <li>• Any student in a classroom and the classroom teacher who is exposed to an individual with a positive COVID-19 test, will need to quarantine for 14 days. Online learning and/or at home learning will continue during this 2 week period. At the end of the 14 day period, individuals who are not experiencing symptoms and have been fever free for 24 hours can return to in-school learning.</li> <li>• The health department will contact the person who tested positive to advise on when they can return safely.</li> </ul> <p>For more information on specific COVID-19 questions and scenarios, please reference the COVID-19 School Manual at the following website:  <a href="https://coronavirus.utah.gov/">https://coronavirus.utah.gov/</a></p>

**The 4 most important health behaviors that we will be practicing for start of school at Westvale Elementary:**



1. **Wash your hands for 20 seconds with soap and water** \*multiple points throughout the school day
2. **Physical distance** \*6 feet when possible or as much distance as possible in the school setting
3. **Wear a face covering or mask** \*ALL teachers, staff, students, visitors on our campus
4. **Stay at home if you feel sick** \*Students, teachers, and employees should not come to school if they feel sick.