

# Highland Primary

## ROADMAP FOR REOPENING



Parent & Student Edition

# Parents:

## MAKE THE CHOICE THAT IS RIGHT AND SAFE FOR YOUR CHILD:

**Option 1:** If I plan for my child(ren) to return to a traditional classroom setting when school resumes on August 13th, 2020, they will commit to following the safety guidelines outlined below to protect themselves, their peers, and their teachers. I will select this option for my student(s) by July 29th.

*Schedule:* Pre-K: 8:30-11, 12:30-3  
K-2: 8:40-3:20 (Doors open at 8:15)

**Option 2:** If I prefer for my child(ren) to start the school year with digital learning, and return to the traditional classroom when a vaccine is available or conditions further improve as prescribed by the timeline set by the district. I will register for this option by July 29th. Digital learning will follow a specific daily schedule with live and recorded sessions.

- Families not comfortable with in-person learning due to elevated health risks **may choose remote learning for the entire quarter or semester.**
- Students selecting remote learning may be **required to participate in classroom activities** during a predetermined schedule.
- **Student attendance will be tracked** using Google Forms, Google Meets Attendance Extension, or Seesaw at designated times.
- Additional remote learning segments may be offered at varying times per teacher discretion.
- Teachers will communicate via Seesaw, Google Meets, email, and other online platforms.
- Remote learning days **are not educational "off" day** for students.
- Work will be assigned and graded using rubrics and parameters established by the standards based report card rubric.
- Students **are allowed to check out Chromebook devices if needed.** Please contact Tammy Riechmann.
- Due to the inability to replicate in-class activities and face-to-face instruction, remote learning courses may not be as comprehensive as in-person learning.

### Remote Learning Request URL:

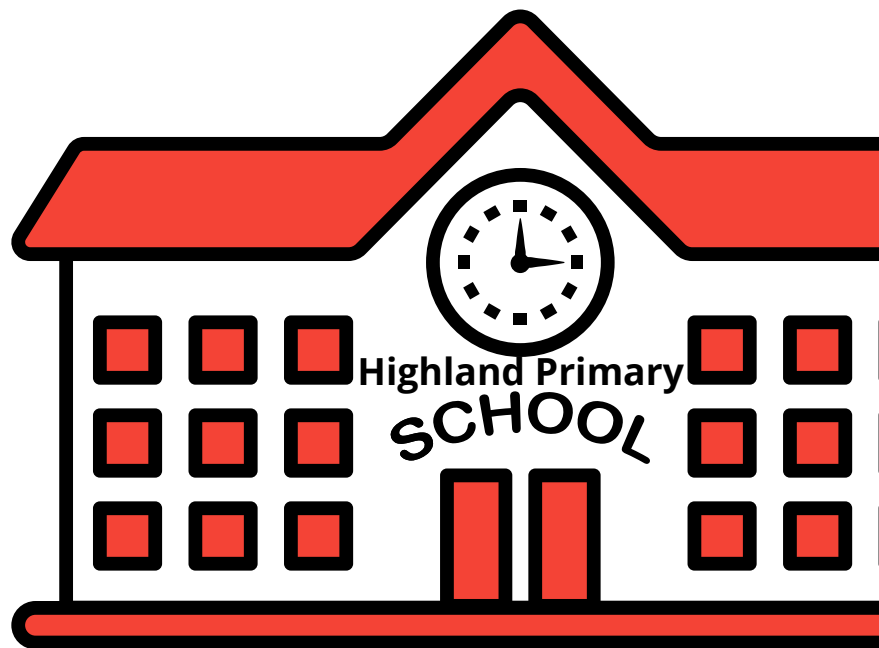
[https://docs.google.com/forms/d/1ChhZJXjJjFYLRwuJvUKfzKSgBBoaX3qaE2Dlc2hdJ0Q/viewform?ts=5f0cb82d&edit\\_requested=true](https://docs.google.com/forms/d/1ChhZJXjJjFYLRwuJvUKfzKSgBBoaX3qaE2Dlc2hdJ0Q/viewform?ts=5f0cb82d&edit_requested=true)

**Option 3:** My child(ren) will not be returning to Highland Primary. I will be home schooling or enrolling at another school.

# Parents:

## GETTING TO AND FROM SCHOOL SAFELY:

- ✓ **Before coming to school**, my parents will check my temperature and assess my symptoms; if I have a fever of 100.4 or higher, or a cough, shortness of breath, chills, fatigue, muscle and body aches, headache, sore throat, or new loss of taste or smell, congestion or runny nose, nausea, vomiting, diarrhea, or if I have been in direct contact with someone who has COVID-19, my parents will have me stay home and contact my doctor.
- ✓ **If you are eligible for bus transportation and you wish to ride a bus**, parents will need to check the correct boxes on InfoSnap when registering.
- ✓ **If I am a pick up student**, my parents will meet at the designated door. (See Pick-Up Map below).
- ✓ **On the bus**, I will wear my face covering and sit no more than two to a seat with social distancing. My bus will be cleaned nightly.
- ✓ **If I ride in a car to school**, my parent or guardian will drop me off in the circle drive at the front East most door. I will wear my mask as I enter the school. My parents will not be able to accompany me into the building.



# Students:

## SAFETY AT SCHOOL:

- ✓ **When I arrive at school**, I will wear my face covering and grab my breakfast (if my parent wishes) and report to my classroom.
- ✓ **I will bring a water bottle to school with my name on it**, as water fountains will be closed for regular use; water fountains may only be used to refill water bottles throughout the day.
- ✓ **I will remember to bring a clean mask daily**, to wear at my school.
- ✓ **When I am moving about the classroom**, I will wear my face covering and practice social distancing.
- ✓ **When I am in the classroom**, I will wear my face covering at all times. If my classroom goes outside for a lesson I may remove my face covering. I will use my own earbuds or headphones for computer lessons, and I will use hand sanitizer after I complete my computer task. Desks, tables, and computer stations will be spaced at least three feet apart and will face in one direction.
- ✓ **I will have a schedule for washing my hands or when using hand sanitizer frequently throughout the day.**
- ✓ **I will take regularly scheduled breaks throughout the academic day with my mask off**, when I am outside and the weather permits.
- ✓ **When I am changing classes or going to specials**, I will wear my mask and practice social distancing. I will follow one-directional signage in hallways and on stairways.
- ✓ **When I am in music class**, I will practice social distancing and wear my face covering when singing or chanting.
- ✓ **When in the cafeteria**, I will practice social distancing. Before picking up my food, I will use hand sanitizer. No more than 5 students will sit at any one table. I will not be wearing a mask while eating.
- ✓ **Access to my school will be limited** to students and staff members only.

# General Safety Guidelines:

## SAFETY PROCEDURES FOR EVERYONE:

- ✓ **Field trips** will be limited to virtual learning opportunities only.
- ✓ **Assemblies and other special events** will also be virtual.
- ✓ **Extracurricular events** (concerts, plays, Science Night, etc.) will be postponed until further notice.
- ✓ **Only essential furniture** will be permitted in the classrooms to accommodate added space between desks, tables, and chairs.
- ✓ **Students in grades PK-2** will remain with their classmates all day; specialist teachers will travel to them, for some special classes.
- ✓ **Students in Kindergarten will have a staggered start August 13th, 14th, & 17th**, to provide time for building rapport with their teacher and small-group instruction on social distancing procedures.
- ✓ **Temperature checks will be available**, to both students and staff who are presenting symptoms of COVID-19.



# Supply Lists:



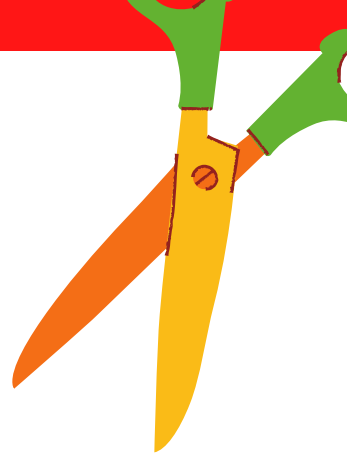
**\*\*All supplies should be labeled with your child's name\*\***

## **ECH/PreK-AM**

- backpack No wheels (large enough to hold a pocket folder)
- change of clothes - Please put in a gallon size Ziploc bag labeled with child's name.
- 1 Crayola Washable markers (8 count)
- 1 plastic folders with 3 prong fastener
- 2 Elmer's glue sticks
- 1 box of facial tissues
- 1 container of Clorox/Lysol antibacterial wipes (if possible)
- 1 package of baby wipes
- 1 Bottle of Elmer's Glue (small)
- 1 box sandwich or quart size Ziploc bags

## **ECH/PreK-PM**

- backpack No wheels (large enough to hold a pocket folder)
- change of clothes - Please put in a gallon size Ziploc bag labeled with child's name.
- 2 plastic folders with 3 prong fasteners
- 2 Elmer's glue stick
- 1 container of Clorox/Lysol antibacterial wipes (if possible)
- 1 packages of baby wipes
- 1 roll of paper towels
- 1 Crayola watercolor paint- 8 color
- 1 Crayola Classic Color crayons- 16ct.
- 1 box gallon size Ziploc bags



# Supply Lists:

## ✓ KINDERGARTEN

**\*\* All supplies should be labeled with your child's name \*\***

- 1 RED plastic folder with two pockets and prongs
- \* 1 plastic folder with two pockets (no side pockets)
- 1 pink block eraser
- 24 count box of standard size Crayola crayons
- 8 count Crayola crayons (Not Jumbo)
- 2 (4 oz.) bottles of white Elmer's school glue (not "No Run" or Gels)
- 3 large glue sticks (.77 oz.) (2 for classroom, 1 for art)
- 10 yellow (#2) pencils, sharpened
- 1 box broad tipped large washable Crayola Classic Markers
- 1 Crayola watercolor paint set (single row)
- 1 pair Fiskars scissors
- \* 1 large box of facial tissues
- 1 box of baby wipes or a refill pack (Boys)
- 1 container of Clorox wipes (Girls) (if possible)
- \* gym shoes (velcro or slip on) No black soles - unless non-marking
- \* backpack or book bag (NO WHEELS)
- 1 box of gallon size Ziploc bags (Boys)
- 1 box of quart size Ziploc bags (Girls)
- Headphones (not earphones) that will fit an iPad (small headphones are preferred)
- 1 bottle hand sanitizer (if possible)
- 1 clean face mask with student's name on it in a baggie
- 1 reusable water bottle (that student can open) with their name on it
- 1 supply box (approximately 8" x 4 1/4")





# Supply Lists:

## ✓ 1ST GRADE



**\*\*All supplies should be labeled with your child's name\*\***

- 20 (#2) yellow pencils, sharpened
- 1 box broad tipped large Crayola Classic Markers
- 1 pink block eraser
- 1 pkg. pencil top erasers (for Geest, Wilkinson, and McCune)
- 4 PLASTIC 2-pocket folders with prongs and pockets across the bottom (1 green, the other 3 can be any color)
- 1 spiral notebook (80 sheets and wide-lined)
- 24 count box of standard size Crayola crayons (NO LARGER)
- 1 Crayola watercolor paint set
- 1 pair of Fiskars scissors
- 1 (4 oz.) bottles of Elmer's glue 5 large glue sticks (.77 oz.) (1 for Art)
- 4 black dry-erase markers
- 1 supply box (approximately 8" x 4 1/4")
- 2 large boxes of facial tissues
- 1 box of baby wipes or a refill pack (Girls)
- 1 container Clorox or Lysol wipes (Boys) (if possible)
- 1 box of gallon size freezer Ziploc bags (Girls)- No Ziplocs for Mrs. Counts
- 1 box of Sandwich size Ziploc bags (Boys)
- Wide Ruled composition notebook
- gym shoes - No black soles unless non-marking
- backpack or book bag - used daily (WITHOUT WHEELS)
- Post It Notes
- 1 reusable water bottle (that student can open) with their name on it
- 1 clean facemask with student's name on it (in a baggie)
- 1 bottle hand sanitizer (if possible)
- 1 Pair of Earbuds that fit an ipad

**Please send additional supplies after winter break because they will be running low:**

- 10 (#2) pencils, sharpened
- 1 box of broad tipped large Crayola Classic Markers
- 24 count box of standard size Crayola crayons
- 1 large box of facial tissues

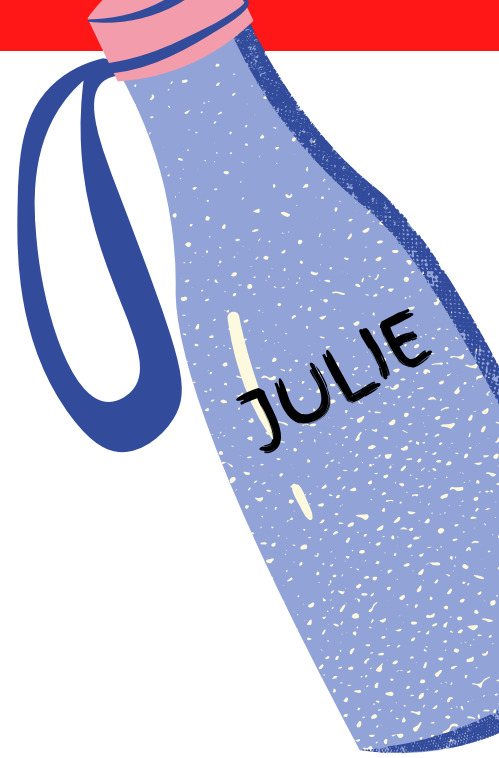


# Supply Lists:

## ✓ 2ND GRADE

**\*\*All supplies should be labeled with your child's name\*\***

- 6 (#2) pencils, sharpened
- 1 box of 24 (#2) Ticonderoga yellow pencils
- 1 Crayola Fine Line Markers- 10 classic colors
- 1 pink eraser (separate from pencils)
- 2 packages of pencil top erasers
- 6 black dry-erase markers
- 2 boxes of 24 count Crayola crayons (NO LARGER)
- 2 red plastic folders - pockets across the bottom
- 2 folders of your choice - pockets across the bottom
- 2 composition books (cover is speckled)
- 2 yellow highlighters
- 1 supply box (approximately 8" x 4 1/4")
- 6 glue sticks
- 1 pair of Fiskars scissors - pointed ends
- 2 large boxes of facial tissues
- 1 box of gallon size freezer Ziploc bags (Boys)
- 1 box of sandwich size Ziploc bags (Girls)
- 1 box of baby wipes
- 1 container of Clorox wipes (if possible)
- 1 clean old sock for dry erase board
- 1 Pair of Earbuds or headphones for Chromebooks
- gym shoes - non-marking soles
- backpack or book bag - used daily (without wheels)
- **NO TRAPPER KEEPERS** - These are too big for student desks.
- 1 pack of WIDE RULED lined notebook paper
- 1 Crayola watercolor paint set
- 1 bottle hand sanitizer (if possible)
- 1 reusable water bottle (that student can open) with their name on it
- 1 clean facemask with student's name on it (in a baggie)



# Supply Lists:



## SPECIAL EDUCATION

**Kindergarten will also need the following items:**

- 10 (#2) pencils
- 24 count box of standard size Crayola crayons
- 3 glue sticks 1 pink block erasers
- 1 pair of scissors 1 box of facial tissues
- 1 Clorox wipes
- 1 bottle of Elmer's School Glue



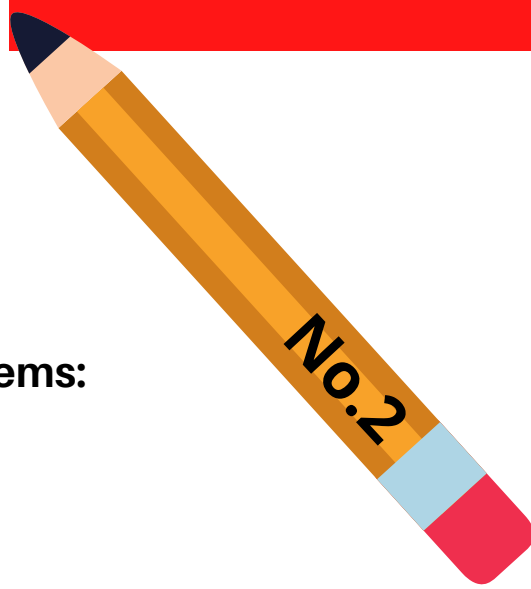
**Students in 1st Grade will also need the following items:**

- 10 (#2) pencils
- 24 count box of standard size Crayola crayons
- 2 folders with pockets (1 green)
- 1 spiral notebook (wide-ruled)
- 4 pink block erasers
- 1 pair of scissors
- 1 plastic pencil box
- 1 box of sandwich size Ziploc bags
- 1 pack of sticky notes
- 1 red folder

# Supply Lists:



## SPECIAL EDUCATION



**Students in 2nd grade will also need the following items:**

- 10 (#2) yellow pencils
- 24 count box of standard size Crayola crayons
- 2 highlighters
- 2 black dry erase markers
- 1 pencil box (to hold supplies)
- 2 pink block erasers
- 10 glue sticks
- 1 pair of Fiskars scissors - pointed ends
- 2 large boxes of facial tissues
- 1 container of Clorox wipes
- 1 box of colored pencils
- 1 box pencil top erasers

**\*\*Mrs. Bloemer, Mrs. Koenig, Mrs. Barr will be in contact with parents regarding general education supplies.**

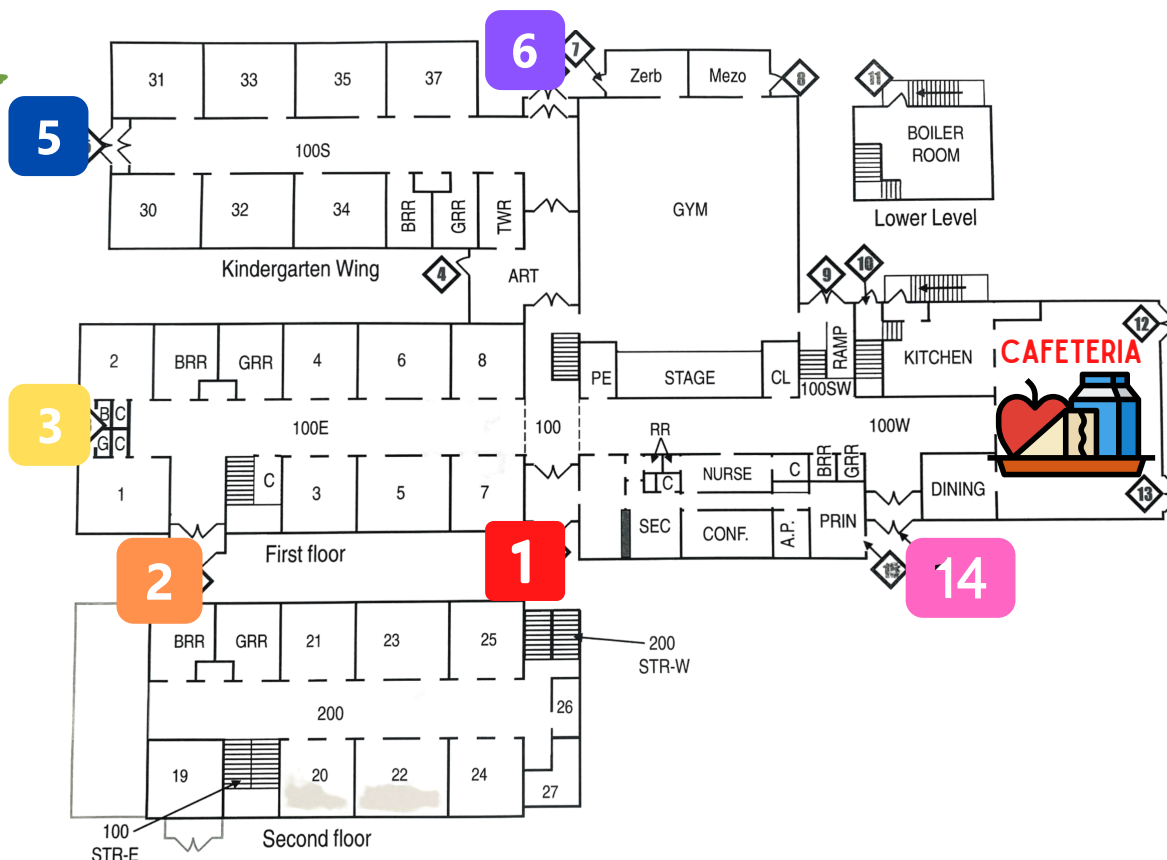
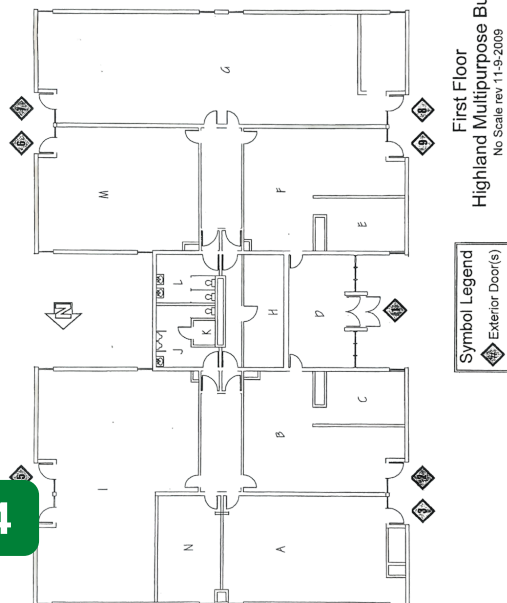
- 1 Backpack (no wheels please)
- 1 plastic supply box
- 2 packs baby wipes
- 3 boxes of tissues
- 2 containers of disinfecting wipes
- 2 glue sticks
- 1 bottle white glue
- 1 blunt child scissors
- 1 box markers
- 1 box crayons
- 1 pack of dry erase markers
- 1 box pencils
- 1 clipboard (flat particle board)
- 1 pack of notecards

# Pick Up Map:

## PLAYGROUND



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## PRE-K:

Carman: Door 2  
Hanlon: Door 2  
Wilke: Door 3  
Zuccarelli: Door 3

## KINDERGARTEN

Albers: Door 5  
Mendenhall: Door 4  
Mortland: Door 5  
Potthast: Door 5  
Townsend: Door 5  
Wesselman: Door 6  
Woods: Door 6

## 1ST GRADE

Counts: Door 2  
Ficker: Door 2  
Geest: Door 14  
McCune: Door 14  
Moss: Door 1  
Pittman: Door 1  
Wilkinson: Door 1

## 2ND GRADE

Chapman: Cafeteria/Playground  
Drazen: Cafeteria/Playground  
Kellerstrass: Cafeteria/Playground  
Laird: Cafeteria/Playground  
Sinnock: Cafeteria/Playground  
Smart: Cafeteria/Playground  
Smith: Cafeteria/Playground  
Warnecke: Cafeteria/Playground

# General Safety Guidelines:

## SAFETY PROCEDURES FOR EVERYONE:

- ✓ **Any student or staff member traveling** internationally or on cruise ships will be expected to self-quarantine for 14 days upon return to the United States, based on federal and state executive orders. Students will be provided an opportunity to continue learning during the quarantine period through digital learning or paper packets with instructional support.
- ✓ **Parents who will be picking up a child for early** dismissal due to illness or a medical appointment will be expected to call the front office when they arrive at the school and remain in their vehicle in front of the office. A staff member will bring the child to the vehicle, check your identification, and assist you in signing out the student. There is no dismissal within 15 minutes of the regular end of the school day, and only parents, guardians, or other individuals identified on the student's contact list, with appropriate identification, will be allowed to leave with the student.
- ✓ **The school nurse will have a designated isolation area** in the event that a child or a staff member comes to school and presents COVID-19 symptoms. Parents will be contacted to pick ill students up immediately. Contact tracing will be used to identify students or staff members who may need to self-quarantine for 14 days. Students will transition to digital learning during the self-quarantine period using the Seesaw platform.
- ✓ **All buildings and work spaces will be cleaned nightly.**



*Igniting bright futures to build a better community.*