



# O.R. BAKER ELEMENTARY SCHOOL

## Reopening Information 7/31/2020

Baker Family,

Welcome to the start of the 2020-21 school year. While many things may look and feel different this year, our commitment to the safety, well-being, and education of your students has never been greater. Many hours and a considerable amount of work has been done by our staff over the summer to prepare our facilities for reopening in the safest way possible.

At the time of this letter, we will reopen under Level A of our Corporation Reopening Plan (Low to No Spread). This means that regardless of whether you opted for a traditional experience, or 100% eLearning, the first day of school will be Wednesday, August 12<sup>th</sup>.

This newsletter will highlight some of the changes that were necessary in order for us to reopen. You will also find information about drop-off/dismissal changes, as well as information that will help you prepare your student for what they may experience on the first day of school.

I have spent far too many hours in a quiet elementary building over the last four months, and cannot wait to hear the sound of students within these walls. That being said, I know that the decision about whether to send students back or not may not have been an easy one for many of you. As we continue on this journey, please reach out with any questions you may have. We are all in this together.

Mrs. Geesy

### COHORT GROUPS

Students will remain in their own cohort groups throughout the school day.

Communal spaces such as the gymnasium and cafeteria will be closed to large group gatherings.

Activities that combine classes or grade levels such as convocations, assemblies, morning meetings, etc. will be cancelled or postponed.

Specials classes will be held within the general education classroom, in large spaces, or outside.

As possible, students should use their own supplies in specials classes. If this is not possible, supplies should be cleaned and disinfected between uses.

If weather allows, specials may take place outside of the school building.

Students will not switch classrooms or combine with other classes for activities. Efforts will be made to ensure that student and staff groupings are as static as possible by having the same group of children stay with the same staff as much as possible.



### SPECIALS CLASSES

In order to reduce movement of staff between buildings, traveling specials will be conducted on a trimester basis using the schedule below:

	<b>DES</b>	<b>WES</b>	<b>BES</b>
<b>Trimester 1</b>	Music	PE	PLTW/Art
<b>Trimester 2</b>	PLTW/Art	Music	PE
<b>Trimester 3</b>	PE	PLTW/Art	Music



### SELF-SCREENING



All students and staff are expected to self-screen each morning prior to arrival at school. A child (or employee) should stay home from school if they test positive for COVID-19 or exhibit **one or more of the symptoms** of COVID-19 listed below based on CDC Guidance that is not otherwise explained:

A fever greater than 100.0° F • Cough • Shortness of breath or difficulty breathing • Chills • Repeated shaking with chills • Muscle pain • Headache • Sore throat • New loss of taste or smell

**Parents call and report absences.**



## SOCIAL DISTANCING IN THE CLASSROOM

Under the guidance of our local health department, we have removed all tables used as seating from classrooms and replaced them with desks over the summer. Desks/chairs will be spaced 3-6' from one another and will all face the same direction.

Seating charts will be utilized for the purpose of contact tracing.

Shared work spaces in the classroom such as kidney tables, work stations, reading corners, and the like will be sanitized between uses. Plexiglass may be used to separate staff and students during small group instruction where social distancing is not possible.

The sharing of electronic devices, toys, books, art supplies, and other games or learning aids will be avoided. If this is unavoidable, items will be disinfected between uses.

Students will remain in their seats whenever possible, and routes throughout the classroom will be thoughtfully planned to maintain social distancing.



## FACE COVERINGS

All faculty, staff, visitors, vendors, or volunteers will wear a mask while on school property.

- In the classroom setting, where a teacher is properly socially distanced (at least six feet) from the students in the class, a teacher may remove her/his mask during that instructional time.
- On school property, but outdoors and while observing proper social distancing, a faculty, staff, visitor, vendor, or volunteer may remove her/his mask.

All students in grades K-2 will wear a mask while on the bus, entering & exiting the building, and in the hallways & restrooms.

K-2 students will not be required to wear a mask in the classroom as a general rule. If a teacher is working one-on-one with a particular student, and is in close proximity to that student, it is prudent for both to wear a mask. The teacher may ask the child to put on his or her mask for the duration of the one-on-one instruction.

Every student will be provided with one washable cloth face covering. It is strongly recommended that students have multiple face coverings.

Students will be provided with a lanyard to keep their face covering around their neck during the school day for ease of use. This is also to help students keep track of their masks during times that they do not wear them, such as recess, while eating, etc.



## LUNCH

In order to keep cohort groups together, students will eat lunch in their groups, in the cafeteria or the gymnasium. They will be socially distanced, and careful planning has taken place to avoid the need for students to get up during their lunch time. If we move to Level B of the Randolph Central Reopening Plan (Minimal or Moderate Spread) students will remain in their classrooms to eat.

Lunch times have been staggered to avoid large groups going through the line at one time.

Cafeteria staff will individually plate and serve food for each student to reduce the spread of germs. All containers and flatware will be disposable and food sharing is strictly prohibited.

If food is offered at any event, including classroom celebrations, pre-packaged boxes or bags for each attendee should be utilized instead of a buffet or family-style meal. Avoid sharing utensils.



## HALLWAYS & TRANSITIONS

Upon entry, students should report directly to their classroom. There will be no combined morning meeting.

Building opening times will be strictly enforced. Buildings will not be available for students prior to 7:45 a.m.

Dismissal will be staggered so that students are not all dismissed at once. Kindergarten students will now do drop-off and pickup at Door #4. First and second grade students will do drop-off and pick up as they always have at Door #5. Doors will be open from 7:45-8:20a. After that, your student is considered tardy and will need to be dropped off on the front side of the building. Pick up will start with Kindergarten at approximately 2:40p, and first/second grade at 2:45p.

Classrooms will have assigned restroom times to avoid overcrowding. The numbers of students in the restroom at a given time should be limited to the number of stalls to maintain social distancing. Marks will be placed on the floor outside of the restroom to indicate appropriate social distancing while waiting.

All water fountains should be closed or turned off. Students may have a water bottle at their desks.

Individuals should remain on the right side of the hallway as they travel.

**VISITOR**

## FRONT OFFICE/VISITOR INFORMATION

To minimize office traffic, our foyer doors are now locked during the day and an intercom security system has been installed for your convenience. If you are dropping off a forgotten lunch, for example, you will use the intercom to let us know what and for whom you are dropping off, and we will bring the lunch into the building and get it to your student.

If you are picking up a student for an appointment, we ask that you call beforehand (584-9171 ext. 1400) and we will meet you at the door with the student to sign them out.

The number of visitors in the building will be limited. Visitors should receive prior approval via phone before entering the building. Visitors will not be permitted in the building for classroom parties and celebrations until further notice. The building will be closed to adult visitors for lunch.

The office will keep accurate records of any persons other than students and staff entering the building, their reason for entering, and the locations in the building to which they travel for the purpose of contact tracing.

## OTHER

Hand sanitizing stations will be available throughout the building and in the classroom. It is strongly recommended that all students keep a small bottle of hand sanitizer at their desks to eliminate the need to move around the room.

Lessons will be conducted by the school counselor the first week of school on appropriate hygiene such as hand washing, mask care, social distancing, and other relevant topics.

Baker Elementary School has established both a "well clinic" and "isolation clinic" in the building. In short, the "isolation clinic" is for any student experiencing COVID-19 related symptoms. The "well clinic" is available for students who do not display symptoms of COVID-19 can be seen and treated in the nurse's clinic. These would include students who are injured during the school day or students with special health care needs such as those with chronic health conditions, those requiring medical treatments, and those with individual health plans.



It is strongly recommended that all Baker families carefully review the Randolph Central School Corporation Reopening Plan that can be found under the COVID-19 portion of our website.

