

# Edgecomb Eddy School

Fall Reopening 2020



**Promoting  
Behaviors that  
Reduce Spread**

**Maintaining  
Healthy  
Operations**

**Maintaining  
Healthy  
Environments**



## Parent and Student Back to School

Edgecomb Eddy School is committed to safely having students return for in-person learning this fall.

The following guide will act as Edgecomb Eddy School's policies and protocols necessary for having students and staff return safely for in person learning. The following policies have been adopted from CDC guidelines and the Maine DOE "Framework for Returning to Classroom Instruction".

1

### RED LEVEL

County has a high risk of COVID-19 spread and that **in person instruction cannot be conducted**

2

### YELLOW LEVEL

County has an elevated risk of COVID-19 spread and **hybrid instruction** models should be adopted.

3

### GREEN LEVEL

County has a relatively low COVID-19 risk and **in person instruction** can be adopted-  
SAU may opt for hybrid instruction.

## Promoting Behaviors that Reduce Spread

### COMING TO SCHOOL

Beginning of the Day: Students can be dropped off between 7:45 and 8:15. Students must wear a mask or face shield if riding on the bus. All students must wear a mask (or face shield if this has been arranged with school administration due to documented health concern with mask wearing) upon arrival to school.

Upon arrival, students will be met at the front door by staff, or they will meet staff outside. Please maintain a six foot distance from others when waiting for school check-ins.

Parents/guardians/caregivers, will not be allowed in the building. Staff will meet students at the door and will walk the children outside after school if they are being picked up, rather than riding the bus.

There will be no in-person volunteers until further notice.



### HAND HYGIENE

All students and staff in a school must receive training in proper hand hygiene. All students will wash/sanitize their hands upon entrance into the building, before and after eating, before and after removing face masks, after using the rest room, before and after use of playgrounds and shared equipment, and upon entering and exiting a school bus.

The school will provide reminders throughout the day for students to wash his/her hands. Signage will be posted in classrooms and bathrooms to remind students of proper hand washing procedures.

### FACE MASKS AND COVERINGS

Maine DOE has stated that in order for in-person instruction to resume this fall, all students and staff must wear face masks or coverings when inside the building. The only exception will be during lunch time and outdoor educational times when students could be at least six feet apart (at those times masks would not be necessary).

Edgecomb Eddy School, with assistance from the state of Maine, will provide disposable and cloth face masks to those students who do not come to school with their own.



## When Should Students & Staff Stay Home?

Parents, caregivers and guardians must screen their children before sending them to school.

1. Do they have any symptoms related to COVID-19?
2. Have they been around anyone who is unwell?
3. Have they been around anyone who has tested positive for COVID-19?
4. Within in the past 24 hours, have they had a temperature of 100.4 degrees or higher, or used any fever reducing medication?

There will be more information forthcoming regarding at-home screening and expectations for households in reporting results.

## What if My Child(ren) Become/s Sick at School?

Edgecomb Eddy School, as directed by Maine DOE and CDC, has medical isolation rooms, should any student become ill with symptoms associated with COVID-19.

The school shall notify families immediately, and ask caregivers to pick up their child(ren), as soon as possible. It is essential that parents and guardians have a number of accurate call numbers on file in the office.

Students must be fever-free for 24 hours before returning to school. If tested positive for COVID-19, a minimum home isolation of 10 days is recommended.

Parents should follow health care recommendations and CDC guidance, for when students should return to school.

## COHORTING - STUDENT GROUPS

Small cohorts of students reduce the risk of transmission spread, as well as allow for contact tracing and quick response time to any possible outbreaks.

This year, students will remain in their cohort classes for the large majority of the day, with the exception of lunch and recess. Edgecomb Eddy groupings are as follows, Pre-K & Kindergarten, grades 1/2, grades 3/4, grades 5/6. At the times these groups are together, they will still remain separated by grade in order to minimize contact.

**Lunch:** Edgecomb Eddy School will have four lunch times and four recess times daily. Even though the cohorts will have combined lunch and recess times, they will remain separated during those times.

**Recess:** Edgecomb Eddy is still awaiting guidance from Lincoln Health and updated guidelines from the CDC and Maine Department of Education regarding the use of playground equipment. All students will immediately wash hands upon entering the building from recess.

**Diversified Arts (Specials):** To limit student movement in the building, as recommended under maintaining healthy operation guidelines, art, music, PE, and guidance teachers will come to classrooms or meet students outside in a designated area. The library (temporarily located in the project room) will be utilized by cohorts of students, following healthy hygiene and physical distancing guidelines.

## Field Trips

At this time, we will limit school gatherings as recommended by the Maine DOE, and volunteers or visitors will not be permitted into the building. Local field trips may be possible, if one cohort of students is traveling to an outside location for field study.

Staff will be encouraged to conduct virtual field trips with students when possible, and/or have volunteers or experts participate in zoom meetings with classes.

## Recognize Signs and Symptoms

This can be an anxious time for all. Talking to your child(ren) and as a family about the signs and symptoms of COVID-19 can keep us all safe. Staff and students, will be encouraged throughout the day to check in with themselves and be aware about how they are feeling.

As a school, we will also take steps to support students and staff during this anxious time. We will all pause to breathe and to check in with ourselves and others. It is important for everyone to take breaks from watching, reading and listening to news stories about COVID-19, especially if they are feeling overwhelmed. Please also encourage your child(ren) to talk about how they are feeling.

## Communication and Student Attendance

To reduce the risk of transmission, Mr. Michaud and Mrs. Cooper are your points of contact for communication. Students, staff and parents should report any signs or symptoms of COVID-19 to Mr. Michaud or Mrs. Cooper. Student attendance is **EXTREMELY** important. In order to keep our communities safe, we need to know when your child(ren) will not be at school and why. Please contact the main office when your child(ren) are going to be absent from school. We will be following up with families who do not report absences.

### TECHNOLOGY

- ◆ In a hybrid or remote instruction model, 1:1 devices will be provided for students in grades K-6 (this will be mix of iPads and laptops).
- ◆ Parents/guardians will be required to sign an Acceptable Use Policy before devices will be sent home.
- ◆ Parents/guardians agree to return the borrowed devices at the end of the school year, or the remote learning time, unless otherwise determined.
- ◆ Sharing of devices between students will not be allowed.

## Physical Distancing

In accordance with Maine DOE requirements for in person learning, all adults must maintain a six foot distance from others to the extent possible. A three foot distance is acceptable for students combined with other safety measures; masks/face coverings, cohorts, screening, and hand hygiene. Students must maintain a six foot distance when eating.

We understand the social aspects that go along with schools. We will do our best to encourage play that follows guidelines, but also meets the social emotional needs of our students.

## **PREVENTION MEASURES**

- All students must practice proper CDC infection control measures:
  - ♦ If coughing or sneezing, students must cover their mouth and nose with a tissue (and immediately discard the tissue), or the inside of their elbow. If a student's face mask/covering becomes soiled, we will provide them with a clean spare and assist them with getting their mask home to be laundered.
  - ♦ Avoid touching their eyes, nose or mouth
  - ♦ Avoid touching any surfaces unnecessarily
  - ♦ Refrain from physical contact, including hugs and handshakes
- Restroom procedures will be established to limit the number of students in the hallway at one time.
- Students should only bring to school WHAT IS ABSOLUTELY ESSENTIAL FOR THE SCHOOL DAY. Toys, stuffies, etc. will not be allowed and serve as a distraction in the learning environment. Any items brought to school should fit into the child's backpack or school bag.
- Classrooms will be reconfigured to allow physical distancing with students facing one direction.
- Sharing of items (electronic devices, books, games and other learning aids) will be discouraged and restricted.
- Each child's belongings will be separated from others' and in individually-labelled containers.
- Parent night, open house, etc. will be facilitated virtually.
- Field trips, assemblies, and other large gatherings will not be allowed, unless they can be done outside, following distancing guidelines.
- For more information, see the CDC's informational video on How to Stop the Spread of Germs

***Parents/guardians are asked to review these expectations and practices with children prior to the start of the school year.***



# Maintaining Healthy Environments

## Cleaning and Disinfecting

At Edgecomb Eddy School, our staff is committed to maintaining clean and healthy environments. Our custodial staff has been working to thoroughly clean and disinfect all classrooms and common areas this summer.

To reduce the risk of spread, students will be asked to bring water bottles or cups - drinking from the water fountain will not be permitted.

Throughout the day, high touch areas will be cleaned frequently, doorknobs, desktops, faucets, bathrooms, computers, drinking fountains, light switches, etc). A daily schedule of cleaning will be developed for staff and teachers.

To the extent possible, we will maximize air ventilation inside the building.

## Shared Objects

At Edgecomb Eddy School, we recognize the importance of cooperative play, especially amongst our youngest population.

Student belongings will be kept separate in individual cubbies, or areas. Students will not share electronics. Use of items that are difficult to disinfect will be discouraged. Adequate high touch supplies will be provided individually to students (crayons, pencils, etc).

Groups of students may use shared materials. Students will wash hands before and after use, and materials will be cleaned and disinfected between uses as much as possible.



## Transportation

- Parents/guardians are encouraged to transport their child to and from school, if able.
- Students are required to wear a face covering at all times while on the bus, including upon entry/exit.
- Families should limit contact between other parents/students at bus stops and school grounds by staying 6 feet apart.
- Students will be seated one student per row and distanced according to guidelines with the seat directly behind the driver remaining open. Prohibited seats will be marked with tape. Families will be allowed to sit together. Students will be assigned seats and must sit in the seats assigned to them.
- Several windows will be slightly opened to improve air ventilation.
- Upon arriving at school, the driver will dismiss students to maintain social distancing.
- Bus drivers will clean and disinfect frequently-touched surfaces between use, each day.

## FOOD SERVICE

- \* Lunch will be served in the gym this year. Two classes will have lunch at a time in that space, keeping the classroom cohorts separated.
- \* Students must maintain six (6) feet of distancing while eating, as they will not be wearing face coverings during this time.
- \* Students are encouraged to bring a full water bottle each day.
- \* Shared food is prohibited. Parents are asked to only send food for their child and NOT class consumption (i.e., birthdays or holiday celebrations).
- \* Students will be required to practice proper hand washing/sanitizing before and after eating.



## ACADEMIC PROGRAMS & STUDENT LEARNING

- ✓ Faculty and staff of EES will continue to engage in professional development in preparation of remote, in-person, and hybrid instruction models.
- ✓ EES faculty and staff will consider flexible grouping in order to best meet the needs of our learners.
- ✓ When we employ in-person learning, we will engage in practicing with remote learning platforms, in order to be prepared should we find it necessary to move to an all-remote learning environment.
- ✓ While it is our goal to have all students back at school for in-person instruction in the fall, we recognize that it may be necessary to be prepared for transitioning to a hybrid or remote learning model, in the event that health and safety recommendations require smaller group sizes and a greater degree of physical distancing.
- ✓ Faculty and staff are engaged in learning opportunities to employ what is thought to be the most appropriate online platform for EES students and families, should we be required to move to remote learning or a hybrid model.
- ✓ EES faculty and staff, supported by our school board, recognize the need to provide students with necessary materials and resources to support engagement in all lessons.

It is important to remember that Maine's Department of Education (DOE), in consultation with the Center for Disease Control (CDC), may change our school and/or district's color level with little notice. The DOE will be reviewing data to determine such every two weeks;

### Acknowledgements

Thank you to the following members who volunteered to serve on our Reopening Advisory Committee.

- Haley Bezon, Guidance Counselor & Parent
- Cindy Casey, 1st Grade Teacher
- Jeff Chalmers, Maintenance & Facilities Operations/Transportation
- Maureen Cooper, Administrative Assistant & Parent
- Allison Crocker, 3rd Grade Teacher
- Candie Crocker, Nurse
- Sarah Currier, 4th Grade Teacher & Parent of current BRES student
- Sue Fleck, Educational Technician
- Michelle Fortin, Kindergarten Teacher
- Jen Gosselin, 2nd Grade Teacher
- Krystle Hodgdon, Parent Teacher Club President & Parent
- Dr. Keith Laser, Superintendent
- Ira Michaud, Principal
- Dawn Murray, School Committee Member & Parent
- Sally Monroe, Pre-K Teacher
- Tanya Thibault, Special Education Teacher and Teachers' Association President