

Crawford Elementary



Ready for Learning Plan

Morning Bus Drop Off

- Bus Riders will exit the bus and line up in designated lines marked by grade level.
- Duty teachers will screen students by taking temperature checks before students are escorted to their designated morning recess area.
- Masks will be encouraged until students reach their designated play areas.

Morning Car Drop Off

Car Riders: 7:30 am

- Duty teachers will wear masks and gloves as they open car doors in the morning.
- Car riders will exit their vehicle and sanitize their hands.
- Two of the teachers on duty will take students' temperatures at the building entrance.
- After students have been screened, they will go to their designated morning recess area.
- Any student who has a temperature of 100.4 or higher will be sent to the nurse for further screening.

Late Arrivals:

- Students will check in at the office window. Students will sanitize hands and then be screened either by the nurse or office staff.
- Students will then be dismissed to their classroom.

Before School Procedures

- Students will follow specific arrival procedures.
- Students will have their temperatures checked each morning.
- Students will sanitize their hands before entering the building.
- We will follow social distancing guidelines when lining up from recess to go to classrooms.
- Upon entering the classroom, students will sanitize their hands.
- All students will have the option to eat a free breakfast meal provided by RSD.
- Desks will be cleaned and sanitized before learning begins for the day.

Rainy Day Plan - Before School

Kindergarten, First and Second Grade:

- Kindergarten, first, and second grade students will be on a rotating schedule. Designated areas will consist of the front hallway, cafeteria, and safe room.
- Kindergarten, first, second, and third grade students will be encouraged to wear face coverings during indoor recess.
- All students will socially distance during indoor recess.

Third and Fourth Grade:

- Third and fourth grade students will go to their classrooms. Morning duty teachers will monitor indoor recess as they normally would for rainy day recess.
- Third grade students will be encouraged to wear face coverings during indoor recess.
- Fourth grade students will be required to wear face coverings during indoor recess.
- All students will socially distance during indoor recess.

Recess

Morning Recess:

- Kindergarten, first, and second grade students will be on a rotating schedule for morning play areas. The designated areas for these grade levels will consist of the cafeteria and two designated areas on the lower playground. We will allow one grade level in each designated area.
- Third and Fourth grade students will split the upper playground by grade level.

Lunch Recess

- Each grade level will play on their designated playground area. Only one grade level at a time will be on the playground.
- Each grade level will have their own tub of balls, jump ropes, and other playground toys.
- Playground toys will be sanitized each day.
- We will use social distancing during line up time.

Extra Recess

- Only one grade level at a time will access the playground.
- Students will be encouraged to socially distance while on the playground.

Hygiene

- Hand Sanitizers will be placed at each main entrance, inside each classroom, outside of specialists classrooms, outside of the cafeteria, and in other select areas around the building.
- Students will sanitize hands before entering and exiting the building each day.
- Students will sanitize hands before and after lunch and recess.
- Classroom teachers will have designated times during class for handwashing and sanitizing.
- Teachers and staff will use the first few weeks of school to train students on new procedures and proper handwashing techniques.

Lunch Procedures

Procedures:

- Students will sanitize their hands prior to entering the cafeteria.
- Meals will be served in disposable clamshell containers.
- The cafeteria staff will have student ID numbers in advance to eliminate students using the touch keypad to enter their student IDs.

Lunch Schedules:

- Kindergarten students will begin the year eating in their classroom. We will phase one Kindergarten classroom at a time into the cafeteria and begin teaching them cafeteria procedures.
- First through fourth grade students will eat in the cafeteria.
- Only one grade level at a time will eat in the cafeteria. We will practice social distancing at [tables](#) by placing at least one seat in between students and not placing any student directly in front of another student.
- Tables will be sanitized between each grade level by our custodial staff.

Restrooms

- Each grade level team will be assigned to specific restrooms.
- Kindergarten and second grade will use the restrooms in their classrooms.
- First, third, and fourth grade will be assigned to designated bathrooms.

Water Access

- Each student is encouraged to bring a water bottle daily.
- Students will not drink from water fountains. They will be able to use the bottle filler feature on water fountains to refill their personal water bottles.
- Each classroom will also have a supply of water bottles for refilling bottles bought from home (as needed).

Face Coverings

- Kindergarten through third grade students are encouraged to wear a face covering daily.
- Per the Governor, students 10 years old and up (4th graders) are required to wear a face covering.
- RSD will provide a mask to students, if needed.
- We encourage parents to send an extra mask (labeled and in a baggie) for emergency purposes.
- All RSD students are required to wear a mask on the bus.
- My Connect Church is donating three masks to each fourth grade student in order to support them and their families with this mandate.
- We may purchase something to store masks in order to keep to help keep masks sanitary throughout the day. Students will be able to hook their mask to their lanyards allowing the mask to stay on their person even during a mask break.
- Students will be allowed to remove masks when playing on the playground.

Classroom Setup

- While every classroom will be set up differently, all teachers will be expected to provide safe spaces that allow for social distancing when possible.
- Special attention will be given to desk and table spacing, grouping, small group instruction, and centers.

Classroom Supplies

- Students will use their own supplies (i.e.- pencils, pens, crayons, markers, scissors, glue, manipulatives, tissue, etc.)
- We encourage students to have a bottle of hand sanitizer to keep in their desk or locker.
- Community supplies will be sanitized daily or after each use. (i.e.- centers, games, blocks, additional shared instructional equipment, etc)

School Sanitizing

- We will sanitize classrooms, buildings, and playground equipment before, during, and after school hours.
- Support services personnel will thoroughly clean all areas of our school.
- Staff will be expected to assist in sanitizing their own work areas, prior to transitioning to another area. Students may assist, where appropriate. (see building procedures document)
- Each classroom, office, and larger areas will have a spray bottle of disinfectant, gloves and hand sanitizer.

Nurse's Station

- Minor incidents will be handled in the classroom or on the playground.
- When necessary, the nurse can travel to classrooms to check on a student.
- Taking medicine and other confidential medical conversations will take place in the nurse's office.

- There will be a designated location for students presenting Covid-19 symptoms.

Social Distancing

- Physical or social distancing will be observed as much as possible in a public school setting. We realize that there are many situations where this is not practical or best for student learning. We will do what we can to arrange classrooms differently in order to observe physical distancing, when possible.
- Currently, the guidance is to keep students 6 feet apart in a classroom setting. However, there are physical limitations with some of our classrooms where this would not be possible.

Dismissal

Car Riders

Kindergarten: 3:00 pm

1st-4th grade: 2:55 pm

- Kindergarten car riders will be dismissed on the Kindergarten end.
 - Older Siblings will be dismissed on the Kindergarten end with their younger sibling.
- 1st grade students will sit on sit spots in the front hallway by the main office (Normal dismissal location).
- Second through fourth grade students will remain in their classrooms during dismissal to allow for optimal social distancing in the hallways.
- We will use Google Sheets to dismiss students from classrooms. A duty teacher will use an iPad in the car rider line to type students' names in the form that will then be displayed on classroom Smartboards.
- Students sitting in the hallway will listen for their name on the radio (normal dismissal procedures).

Walkers

All Walkers: 3:25

- Duty teachers will take the walkers to their designated locations at 3:25.

Daycare

- Daycare van riders will continue with their normal dismissal procedures.

Busses:

- Early Bus students will be dismissed from their classroom. They will report to designated lines where the duty teacher will monitor social distancing.
- Late Bus Students- Students will use sit spots in the hallway for distancing. (Some bus students will be assigned to sit spots while some will be dismissed from classrooms) Assignments will be dependent on the number of students on each bus.

Staff Screening

Teachers and Staff:

- Each morning, every teacher and staff member will do a self screening. We will provide a checklist of items they must use for screening in a Google Form. They will provide a digital signature showing they completed their self screening for the day.

Visitors/Guests

- Visitors will check in at the office window for questions, concerns, or to check out a student.
- No visitors will be allowed to visit classrooms or eat lunch with students in the cafeteria until further notice.
- Visitors will not attend class parties until further notice.
- All visitors must wear a mask before entering the building.

Assemblies

- In order to practice safe social distancing, assemblies will be eliminated until further notice.
- We will continue to have award showcases and House meetings virtually. Parents will still be able to participate in awards ceremonies virtually through Zoom or Google Hangout.

Parent/Teacher Conferences

- Parent Teacher Conferences will be virtual.
- Teachers will send out sign up sheets for conference times.
- Parent Teacher Conference platforms will either be Zoom or Google Hangouts. Both platforms can be accessed from a computer or phone.
- We will provide detailed information closer to the conference dates.

Learning Management System

- Kindergarten and first grade students will use Seesaw to access assignments, activities, videos, and other instructional material.
- Second through fourth grade students will use Google Classroom to access assignments, activities, videos, and other instructional material.
- Kindergarten and first grade students will use iPads and second through fourth grade students will use Chromebooks.
- Teachers will spend the first few weeks of school teaching students how to access and navigate their designated LMS.
- We will provide blended learners and parents tools and resources to learn how to access and navigate their child's designated LMS.

Pull Outs (Music, PE, Art, Library, Science)

- All students will go to pull out classes daily.
- 4th graders will be required to wear face coverings to their specials classes, and kindergarten through third grade students will be encouraged to wear masks to specials.
- Students will sanitize hands prior to entering and exiting their specials classes.
- Classroom supplies will be sanitized between classes.
- Teachers will alternate supplies in order to allow time for effective sanitizing of materials.
- Students will be socially distanced as best as possible.
- Students will take their personal bag or box of supplies to specials each day.

Meet the Teacher

Kindergarten: August 20th from 5:00-7:00 pm

- Kindergarten teachers will contact parents to schedule times for Meet the Teacher.
- Teachers will use a staggered schedule to allow for maximum social distancing.

First Through Fourth Grade: August 18th - 1st Grade: 5:00, 2nd Grade: 5:30, 3rd Grade: 6:00, 4th Grade: 6:30

- Meet the teacher will be a virtual event for first through fourth grade students.
- First through fourth grade teachers will host a 25 minute session on Zoom in which they will introduce themselves, explain class procedures, provide a virtual classroom tour, share a [transportation form link](#) to be completed that night, and answer any questions you may have.
- Parents can access Zoom via computer or phone.
- Postcards will be mailed home prior to Meet the Teacher providing the teacher's name and link to their classroom Facebook Page. All Meet the Teacher Zoom Links will be posted on the teacher's class page. If you do not have social media, you can simply call the school at (479) 968-4677 to get the Zoom link. Due to privacy concerns, we do not want to post the Zoom links for public viewing.