



CHARLESTON

C U S D N U M B E R O N E

Carl Sandburg Elementary School • www.charleston.k12.il.us

Phone: (217) 639-4000

1924 Reynolds Drive, Charleston, IL 61920

Fax: (217) 639-4005

CARL SANDBURG'S RE-OPENING PLAN SNAPSHOT

DAILY SCHEDULE (All students attend school Monday-Friday, Starting Wednesday November 4, 2020)

- School Day will be 8:10-12:50
- Activity Period/Lunch
 - 1st grade: 10:30-11:30
 - 2nd grade: 11:05-12:05
 - 3rd grade: 11:40-12:40
- Breakfast /Lunch/Specials will take place in the classroom
- Remote learner's schedules will follow the schedule that is provided to parents from their child's remote learning teacher.

ILLNESS

- If your child is experiencing any new onset covid symptoms, please keep them home from school.
- Report student absences to (217) 639-4000 or the 24 hr. line at (217) 639-4010 (leave symptoms)
- Please visit the Illinois Department of Public Health's website for a list of symptoms
<https://www.dph.illinois.gov/covid19>

SELF-CARE/PERSONAL PROTECTION & SAFETY

- Masks are required to enter the building
- Symptom checks/Temperatures are taken at the assigned grade level door prior to entry
- Teaching/Modeling/Encouraging proper mask wearing, handwashing, social distancing, etc will be the norm
- Custodians follow a Daily Checklist and Schedule to ensure proper cleaning throughout the day

VISITORS IN THE BUILDING:

- Visitors will not be allowed to eat lunch/breakfast with students
- If you have materials to drop off during the school day, you may do so in the tote located outside the main doors. Please notify the office through the buzzer you are leaving something, and make sure it is labeled with the child's first and last name, and teacher.

REMOTE LEARNING INFORMATION

- As our district continues to follow our current re-opening timeline, more information will be provided to families. As our district prepares for in-person instruction on November 4, 2020, with the option of remote learning, your child's teacher may change. If you have any questions, please feel free to give the school a call at 639-4000.

*Please visit our Carl Sandburg website for our complete plan.

Mr. Williams
Principal

LEARNING AND LEADING EVERY DAY