



M. AGNES JONES ELEMENTARY

Re-opening Plan (***Draft-changes will occur based on safety and needs of students/staff**)

JANUARY 2021

Areas to Include	Key Considerations	Comments
<p>January 19th Faculty/Staff Return Social Distancing</p>	<p>Faculty and Staff: Stagger staff arrivals 700 Person Building Capacity 70 Staff Members (10%) 18 Staff Members (25% of staff members)</p> <p>7:25 Arrival Names of staff listed on in-house school version</p> <p>7:30 Arrival Names of staff listed on in-house school version</p> <p>7:32 Arrival Names of staff listed on in-house school version</p> <p>7:34 Arrival Names of staff listed on in-house school version</p> <p>7:36 Arrival Names of staff listed on in-house school version</p> <p>*Staff will utilize the Kronos app to sign in daily in order to reduce interactions .</p>	<p>Primary entry (rear parking lot) 90% of staff will enter the building from the rear parking lot.</p> <p>Nurse Whaley and Coach Collins/Colm Jenkins (support) will immediately conduct health check screening (including temperature) for staff. Before anyone will be allowed inside building Nurse Whaley will be screening for these signs:</p> <ul style="list-style-type: none"> ● Fever of 100.4 or higher, now or in the preceding 72 hours ● Cough ● Shortness of breath, difficulty breathing ● Sore throat ● Muscle Aches ● Vomiting ● Diarrhea ● New loss of taste or smell <p>Station 1 (Front foyer)- Nurse Whaley conducts a temperature check with faculty members.</p> <p>Station 2 (Back foyer)- Coach Collins/ Mr.Jenkins query the following:</p> <ul style="list-style-type: none"> ● Fever (100.3) ● Cough ● Shortness of breath, difficulty breathing ● Sore throat ● Muscle Aches ● Vomiting ● Diarrhea

		<ul style="list-style-type: none"> • New loss of taste or smell <p>Station 3: Hand Sanitizer to be used by each individual before entering the building.</p> <p>In the rear of the building, 6 ft distancing will begin at the sidewalk that is nearest the parking lot. The custodial staff will place X's down in order to identify the correct distancing measurements.</p> <p>In the front of the building, 6 ft. distancing will begin at the front door sidewalk (left-center-right)</p> <p>Faculty/staff will walk on the right side of the hall and not pass over the blue line.</p> <p>Faculty/staff will not be allowed to commingle.</p> <p>Faculty/staff will not physically embrace.</p> <p>No more than 2 faculty members will occupy the restrooms at any given time. Socially distance if waiting.</p> <p>Teacher lounges will be closed.</p> <p>Masks must be worn by everyone at all times when not alone, as recommended by the CDC.</p> <p>Gloves should be worn by everyone when passing out food items.</p> <p>Continuous handwashing throughout the day, while inside classrooms, is highly</p>
--	--	--

		recommended.
Addressing Staff Needs	<p>If a staff member is unable to come back to the building with an approved/ documented reason they will be provided with alternate work assignments. They will also attend staff meetings and professional learning virtually.</p> <p>Admin.team assessed possible cases of staff not returning. Currently, there are 6 identified staff members that this can potentially affect</p> <p>.</p>	<p>Sample alternative work tasks:</p> <ul style="list-style-type: none"> Virtual teaching Calling Parents Assigned Teacher Support SST/ RTI Progress Monitoring for students
Access Points for Building Entry	<p>Ninety percent of the faculty and staff will enter through the rear of the building. Those staff members that work in the main office and Support Staff Suite will enter through the front of the building.</p>	<p>The Office staff, admin team and support staff suite will utilize the front entrance. All other staff will enter the building from the rear after being checked by Nurse Whaley.</p> <p>Parents and other essential visitors will be subject to a wellness health check screening prior to being admitted into the building.Limited persons will be allowed in the building.They must have prior approval from the principal or assistant principal.</p>
<p>Student Meet and Greet and Supply & SFA Materials Pick-up Drive -Thru January 20th-</p> <p>*Request volunteers for Jan. 6th and 13th to sort supplies and bag</p>	<p>Pre-k -Kindergarten 11:00 - 12:00 *Back First 11:00-12:00 - *Front</p> <p>2nd/3rd - 1:00 - 2:00 - Back 4th/5th - 1:00 -2:00 - Front</p> <p>Teachers will pass out items in areas with grade level and teacher identifier signage. (Sign around necks)</p>	

Nurse Whaley- Will be in the front of the building and clinic based on need.

School Daily Schedule

Pre-K Virtual (8-10:30)

Pre-K Face to Face (8:00 a.m. - 2:30 p.m.)

Elementary:Kindergarten - Fifth Grade **Virtual AND** Face to Face (8:00 a.m. - 2:30 p.m.)

Draft of Daily Schedule (This is subject to change based on grade-level)

7:30-7:45 – Arrival/Breakfast

7:45-8:10 – Breakfast/SEL/Health

8:15-9:45 – SFA

9:45-11:00 – Math

11:00-11:30 – Lunch (Sack Lunches will be provided, grade levels may pick a time for lunch)

11:30-12:30 – Writing/Social Studies

12:30-1:30 – STEAM

1:30-2:15 – Intervention

2:15-2:30 - Dismissal

If there are changes needed for your specific grade level, speak to Dr.Woolfolk or Dr.Patton for any changes.

SUCCESS for ALL (SFA) - Classes will start January 25th

- Getting Along Together for one week (SEL)
- Homeroom and SFA classes will be the same, so there will be no movement of students. Teachers will choose the SFA reading level that aligns with the majority of your class. Students who are not quite at that level will receive an SFA aligned intervention by a teacher-tutor. For those students who are above, accelerated-based differentiation will be provided. However, in some cases accelerated cases will be provided. These cases will be identified by the administration team.
- Routines and Procedures for virtual learning

ASYNCHRONOUS WEDNESDAYS

Schedule:

8:00 - 8:45- Homeroom, breakfast

8:45 - 9:00 - SEL/Circling up

9:00 - 10:30 - Success for All (SFA) Reading class

10:00 - 11:00 - Pre-K Independent Practice

10:00 - 12:00 - Kindergarten to Second grade Independent Practice

10:00 - 1:00 - Third to Fifth grade Independent Practice

*The schedule may vary by thirty minutes for K-5 due to lunch schedules

Daily Instructional Schedule (K-2)

*The schedule may vary by thirty minutes for K-5 due to lunch schedules

Grade Level Instructional Schedules

*See SY 20/21 Second Semester revised daily schedules for Pre-K, Kindergarten-Second grades, Third-Fifth (Teacher specific)

Care Room Protocols and Procedures

Staff and students that present with symptoms of COVID-19 during health screenings should be immediately taken to the care room (if a student) and evaluated by the school nurse for further follow up. Adult staff members will be immediately asked to leave the school to obtain doctor's recommendations. We are monitoring for the following symptoms:

- Fever (100.3)
- Cough
- Shortness of breath, difficulty breathing
- Sore throat
- Muscle Aches
- Vomiting
- Diarrhea
- New loss of taste or smell

- If symptoms are confirmed for students, parents will be contacted for pickup and provided further guidance by the school nurse. Schools will ensure symptomatic

students are safe . They will remain under the supervision of a staff member until parents or guardians arrive.

- A log will be maintained containing student information, symptoms and possible contacts
- Contact tracing should be immediately conducted in order to identify other students and staff who may have been in direct contact with the person presenting COVID-19 symptoms
- Individuals presenting with a fever cannot return until symptom-free for 24 hours without fever reducing medications. If a healthcare provider suspects COVID-19 they should remain out of school and follow the “return to school and child care guidance after Covid- 19 illness or exposure”.
- Cleaning and disinfection of the designated space will take place immediately and on a consistent schedule .

MORNING ARRIVAL

Bus Riders- Get on the bus with masks, socially distance- Go to the back of the bus and work their way up (if possible, one seat in between each rider, as well as no one sitting across-staggered). The students will unload from the front of the bus and go directly to the temperature checks and sanitize their hands prior to going to class. All students will have their temperatures checked in the immediate entry foyer prior to moving into the open lobby and halls. Only students with temperatures over the threshold will be recorded. Students over the threshold will be immediately taken from the entry foyer back outside and down to the carerom door in order to be supervised in the carerom. Question to ask all students: **Are you feeling ok today? If the students says “no” then they will also be taken to the carerom for further supervision. Derrick Jackson and Jarvis Blackshear will supervise the carerom. Additionally, students who present with symptoms will be briefly held on the walk thru if walkers are passing into the walkers area. Bus Supervision (Harry, Collins, Cameron, TJ?) Escorts needed-6 (Foyer and Hall -Shannon, Farrington,, Rutledge, Sutherland, Golden, Jenkins)**

Van riders- will follow the bus procedures.

Walkers-All students will have their temperatures checked before moving through the Walkers door. Walkers door is closest to Fair St. Escorts needed- 3 **Names of staff listed on in- house school version**

Car Riders-

Pre-K-2 and special education students will enter through the front of the building. All students will have their temperatures checked in the immediate entry foyer prior to moving into the open lobby and halls. Only students with temperatures over the threshold will be recorded. Students over the threshold will be immediately taken from the front foyer and down to the carerom order to be supervised in the carerom. Question to ask all students: **Are you feeling ok today? If the students says “no” then they will also be taken to the carerom for further supervision. Patrick Cameron and Jarvis Blackshear will supervise the carerom.**

Names of staff listed on in- house school version

Morning restroom protocol-Students will be encouraged to go to the restroom at their homes prior to arriving however, a hall escort will ensure students who have urgent needs will be taken to the restroom.

Breakfast- Students will be given a bag breakfast after temperature checks and hand sanitizing. Escorts will take students to their classes. Classes will be provided a trash bag for disposal of lunch waste and placed outside the classroom door.

Lunch Delivery Schedule - *Note: Lunches will be distributed to classes by Ms. Nash and Mr. Cameron.

Lunch Schedule

Pre-K : 10:00- 10:30

Kindergarten: 10:15- 10:45

1st & 2nd Grade: 10:45- 11:15

3rd & 4th Grade : 11:15- 11:45

5th Grade: 11:45- 12:15

Students will eat their lunch in their classroom, at their desk. Classes will be provided a trash bag for disposal of lunch waste and placed outside the classroom door.

Restroom breaks

Restrooms will be cleaned and disinfected every hour and a half. The custodial staff will also need to clean the restrooms that are in the classroom. There should only be one student in the restroom at a time.

Pre-K and Kindergarten students will take restroom breaks in their classroom.

The Restroom schedule will be determined by the number of students returning for face to face learning.

Teacher lounges will be closed.

AFTERNOON DISMISSAL

End virtual classes before afternoon dismissal

Start with upper grades students and work down to the primary grades. Teachers' names will be called for dismissal. Start with two classes that aren't near each other, for example (Kiel and Vines). **Once we know modes of transportation, we may need to make modifications to dismissal procedures.**

- **Gate Monitors** - Names of staff listed on in- house school version
- **Bus Riders** Names of staff listed on in- house school version
Bus riders will be called by grade-level/teacher. We will start with the upper grades so that all 5th grade students will be seated towards the back of the bus.
- **Walkers** Names of staff listed on in- house school version
Students will be called by class. Once students arrive at the walkers area they will be immediately given to parents that are waiting.
- **Car Riders** Names of staff listed on in- house school version
- **Van Riders** Names of staff listed on in- house school version

SPECIALS

- **Physical Education** will be conducted virtually (paras will be rotated).
- **Music** will be done virtually (paras will be rotated).
- **Art** will be done virtually (paras will be rotated).
- **STEAM labs** will be done virtually based on the current co-teaching model. (No paras will be needed.)

COUNSELING

Grade-level virtual classes will still take place. Please reach out to Ms. Shannon if you have any questions or concerns.

SOCIAL DISTANCING PROTOCOLS

- There will be one-way directional signage throughout the building.
- Signage needs to go in the walkers area explaining the 6 feet social distancing rules.
- Customer service window
- Parents will not be allowed entry into the building unless previously scheduled with the Principal or Assistant principal. (Zoom meetings will be held as well)

NON-NEGOTIABLES

- All students and staff must wear a mask.

- All teachers and students will be expected to engage in teaching and learning on Zoom.
- No movement in the building unless it's scheduled, for example restroom breaks.
- Encourage teachers to open windows in the classroom.
- Ensure devices and personal belongings of students are packed and ready for dismissal.

ADDITIONAL NOTES:

- No parents will be allowed in the building without approval from the principal and/or assistant principal. Parents will be taken care of at the Customer Service window (Office #109)
- Students will be encouraged to walk to school in a safe and socially distanced manner.
- Students that have not signed up for face-to-face learning but show up to the school building on January 25th (K-2) and or February 1st (3-5) will be held in the cafeteria until they are picked up by a parent or guardian.