

The goal of both the Operations and the Safety & Health Task Groups is to provide a framework of best practices and guidance which will enable school level task groups to thoughtfully and confidently create reopening plans which will demonstrate compliance with state, federal and other guidelines in order to provide a safe and nurturing school community during the active COVID-19 Pandemic.

This guidance is predicated on breaking down the school day into practical segments so that protective/mitigating measures may be incorporated into an otherwise “typical” school day.

NOTE: Because so many changes and disruptions have occurred as a result of the Pandemic Response all stakeholders (administrators, staff and students) should be given the opportunity to express (*at a minimum*):

- a) the social/emotional impact this event has made on an individual level
- b) the reservations/concerns they may have regarding returning to school and
- c) what supports might be helpful in affording a sense of safety and security for reentry into the school setting before addressing the necessary changes and challenges of the academic day/year.

(Safety & Health and Student Support Task Group are working on guidance for this)

Indicator	Action Consideration(s)	Comment(s)
<p>Start of Day – Traffic</p> <p>Building Entry</p>	<p>✓ Need for multiple entries (temp. taking) may require reconsidering student parking, traffic flow</p> <p>✓ As needed buildings will designate multiple entrances for class entry (assigning one grade level to farthest opposite door [if double unit])</p> <p>✓ Hand sanitizer units mounted at all entrances designated for student/staff entry (1 unit on either side to limit congestion) – All persons entering building expected to use upon entrance</p> <p><u>NOTE: Face coverings recommended when social distancing cannot be accomplished between staff/student*</u></p> <p>✓ Temperatures taken upon entry into the building each day.</p>	<p>Car riders will use the outside doors on both sides of the front entrance. In the event it creates a bottle-neck area, we will also use the doors by the recycle area.</p> <p>Car riders will use the middle school drop off lanes (located in the parking lot closest to the flagpole) to exit vehicles. All persons wishing to park must enter the parking lot and go left (towards Hwy 22) and park in the available parking. There will be no parking along the drop off route.</p> <p>Bus riders will use the main bus entrance, as well as the door adjacent to the bus entrance located in the cafeteria. Also, we will unload 7th and 8th grade bus riders through the back entrance to the gym. Buses will unload 2 at a time.</p> <p>Hand sanitizers will be located at each entry point. Temperatures will be taken upon entry into the building at the above locations.</p> <p>Face coverings will be used when entering the building and be worn in the hallways and in transitions until the students are at a designated location where they can adhere to social distance guidelines.</p> <p>Teachers will record their temperatures daily upon entry into the school.</p>
Breakfast	<p>✓ Adhere to social distancing</p> <p>✓ Hand sanitizer used upon entry/exit</p>	<p>5th grade will enter the building and eat breakfast in their homeroom classes. 6th grade students will locate in the cafeteria and eat breakfast there. They will follow social distancing in the cafeteria.</p>

	<p>*Option: Develop rotation schedule for class combinations to alternate between cafeteria/gym/classroom, make schedule for temp. taking accordingly –</p> <p>*Option: classroom breakfast</p>	<p>7th and 8th grade will eat breakfast in the gym, sitting on opposite sides of the gym while spacing out. A breakfast cart will be made available inside the gym to serve those students.</p>
Class Setting	<ul style="list-style-type: none"> ✓ 6 ft. between students ✓ Remove communal type centers ✓ Remove shared items ✓ Individual/Computer lab devices wiped down as used 	<p>Desks will be spaced apart using the American Academy for Pediatrics recommendation of 3 to 6 feet separation. Classrooms will use clear partitions around each student desk.</p> <p>Until all students receive device for individual use, assign device use per student daily/weekly however best to track</p>
<p>Class Changing</p> <p>Locker Use</p> <p>Bathroom/Hydration*</p>	<ul style="list-style-type: none"> ✓ Limited, one-way directional hallway travel ✓ "A", "B", "C" rotations (M.S.) ✓ Offset bell schedules ✓ Teacher moves when possible ✓ Visits scheduled by group (if used in scheduling) ✓ Staggered class changing time w/limited number of students @ a time ✓ Limit number of students at break for either ✓ Staff must monitor grouping and hygiene practices leaving bathroom 	<p>Floor tape, floor markings, stanchion use (upper grades), etc.</p> <p>No lockers will be used. All students will use backpacks and carry them to each class.</p> <p>Classes will be staggered due to ELA and Math Classes being longer, this will allow fewer students in the hall. All students will transition from class to class walking on the right side of the hall. Students will wear face coverings during transitions as social distancing will be difficult during these transitions.</p> <p>Students will only have 3 minutes between bells. Bathroom breaks will be observed during class to avoid overcrowding in the restrooms.</p> <p>Hydration stations will be located in the halls to allow students to refill water bottles.</p> <p>Water bottles need to be clear and labeled to identify the owner.</p>
Lunch	<ul style="list-style-type: none"> ✓ See breakfast – adhere to distancing, alt. schedule for classroom/cafeteria use ✓ Staff to monitor until good habit formed 	<p>5th grade lunch will serve two classes in the cafeteria and the other 2 classes will be monitored in their respective classrooms while they eat.</p> <p>The middle and last lunches will consist of 6 classes each, with two classes each eating on opposite sides of the gym spreading out and the remaining 2 classes will eat in the cafeteria skipping seats to help with social distancing.</p>
Recess/Physical Activity	<ul style="list-style-type: none"> ✓ Lower grades use open spaces* ✓ M.S./H.S. walk outdoors as possible – no congestion – staff monitoring at all times 	<p>PE will not use locker rooms to dress out. PE teachers will look for activities that require little to no equipment while adhering to social distancing when at all possible.</p>

	<ul style="list-style-type: none"> ✓ No large student grouping – staff monitoring at all times ✓ W/use of equipment -Teacher developed groups – equipment wiped after use 	
End of Day – Traffic	<ul style="list-style-type: none"> ✓ Same as start of day - may require reconsidering student parking, traffic flow 	Dismissal will be staggered to help avoid overcrowding. Buses will dismiss 2 at a time until all buses have been loaded. Car riders will dismiss based on the number of riders, with single riders being dismissed at the first bell and multiple riders being dismissed at the second bell.
Elevated Temperature	<ul style="list-style-type: none"> ✓ Upon discovery of student having temperature of 100.4 or higher – staff will notify office; nurse or designee will respond to room with new face covering, escort student to Isolation room for parent/guardian pick-up 	Students with elevated temperatures will be taken to the isolation room for further evaluation.
Isolation Room	<ul style="list-style-type: none"> ✓ Consideration needs to be given to space which provides separation from others while allowing for supervision of student. Space considerations also need to be given to potential for multiple students presenting at one time 	The isolation room will be located just around the corner (previously small conference room) from the first aid room and anyone that needs to enter the isolation room will enter from the Bus Hall and not through the main office area.
Visitor/Vendor Protocols	<ul style="list-style-type: none"> ✓ Limited visitors on campus. <u>ALL visitors/vendors</u> must have temperature* taken, complete entry log prior to proceeding to office/classroom/delivery area 	A table will be placed outside the front entrance and visitors wishing to drop items off for someone will place the items on the table. They will ring the bell to notify the office what is being dropped off and for whom. All visitors who are picking up a student for appointments or other reasons will park at the front of the building and call the office to let them know they are at the school. The caller must identify themselves, identify the vehicle they are in, and who they are checking out. Upon verification of visitor, a staff person will escort the student out of the front entrance. All visitors who enter the building will be screened for temperatures.
Drill Considerations	<ul style="list-style-type: none"> ✓ Evacuation of building, locations outside should include provisions for distancing; consider distancing for shelter in place procedures (tornado in particular) as much as possible 	*Teachers will respond to drills similar to what they have done in the past, this time when relocating outside, adhere to social distancing.
Daily Cleaning	<ul style="list-style-type: none"> ✓ District will review expectations with janitorial service as a whole ✓ Building Admin will regularly review expectations with assigned custodial personnel, staff and students 	Extra custodians will be added to help with the increase in demand for janitorial services.
Before/After School	<ul style="list-style-type: none"> ✓ Temperature taken upon entry Upon discovery of student having temperature of 100.4 or higher – BASP staff will notify designated staff/parent ✓ 6 ft. between students ✓ Remove communal type centers 	Not Applicable for Dresden Middle School

	<ul style="list-style-type: none"> ✓ Remove shared items ✓ Limit number of students for restroom use at a time ✓ Staff must monitor grouping and hygiene practices leaving bathroom ✓ Individual/Computer lab devices wiped down as used ✓ use open spaces for play* ✓ Evacuation of building, locations outside should include provisions for distancing; consider distancing for shelter in place procedures (tornado in particular) as much as possible 	
Special Activities/Classes		In the event of special activities for the student body, special consideration will be given to allow for multiple opportunities to participate. This will allow for smaller group sizes and more opportunities to social distance.

Other Building Considerations (NOT INCLUSIVE):

- Building Admin. need to be aware of staff and students w/underlying health complications, communicate message to stay at home if feeling unwell or have temperature of 100.4 or greater; expected to take/log temperature upon arriving at school
- Arrange for limited numbers of persons in workrooms, staff lounges etc.
- Masks available for visitors
- Designate easily monitored drop off/pick up locations for parents
- Personal water bottles ***must be*** labeled; water bottles left at school which have no identification will be discarded (this needs to be included in pre-opening communication with students/parents/community)