

COVID-19 Follow-up 1/2021

Drop Off Procedures:

- 7:30-8:00 AM - Before school care & ELC families will need to park in the top lot and walk their children down for check-in.
- ELC families check-in at the main office entrance. K-8 families who are WALKING their children to school will check in at the West (playground) entrance door.
- 8:00-8:15 K-8: Bottom lot will be a circle drive-thru. There will be two people at the West (playground) entrance for verbal screening. They will ask the following questions:
- Sarah stands at West (playground) entrance for verbal screening (symptom card)
 - New or worsening cough
 - Fever of 100.4+ more or chills
 - Shortness of breath or difficulty breathing
 - Unexplained muscle aches or fatigue
 - Contact with anyone who has been diagnosed with COVID-19 in the past 14 days
- Students wear face coverings upon entering. The school will provide face coverings to students who do not have one.
- Students will enter the building, go directly to their classrooms, and wash their hands.
- Homeroom teachers will fill out the contact tracing log as students enter.

Other Arrivals (late arrivals/dr. appointments/etc.)

- After 8:15 AM, K-8 students with a parent will check-in at the main office entrance for a verbal screening.
- Upon entry students will sanitize their hands and join their cohort group.
- The teacher will update the contact tracing log with the time of entry.
- The ELC staff will screen ELC children at the main entrance until 9:30.
- All ELC children arriving 9:30-4:30 will be screened by ELC staff at the gym entrance.
- Between 4:30-6:00, the gym and main office doors will be used by the ELC.

Lockers

- Lockers in grades 3-8 will be used to store extra supplies only.
- Each student has a crate to store supplies near his/her desk.

Hallways

- Hallways are marked with on-way arrows.
- Drinking fountains may only be used to fill water bottles.
- Students will maintain 6 foot physical distancing while walking in the hallway.
- Doors will be used by one group of students at a time.

Recess

- There are three separate recess sections. Cohorts groups will be assigned a specific area for recess.
- Students will wash hands before and after recess.
- Recess equipment will be sanitized.
- The playground will be sanitized as needed.
- Teachers will take their own first aid kits out to recess.

Restrooms

- Restroom times have been scheduled for each cohort.
- Students who need to use the restroom outside of their scheduled time will wait until the restroom is empty before entering.
- Bathrooms will be sanitized.
- Students will wash their hands after using the restroom.

Cleaning

- Desks will be sanitized before and after lunch.
- Shared toys, games, art supplies, school supplies will be cleaned between uses.
- Frequently touched surfaces (door handles, sink handles, staplers, etc.) will be cleaned throughout the day and between middle school cohort groups..
- Staff who interact with multiple stable cohorts will sanitize hands between interacting with different stable cohorts.
- Desks will be sanitized at the end of the day.
- Common areas will be sanitized regularly.

Lunch/Snack Time

- Food may not be shared at school.
- Students will wash/sanitize hands before eating.
- Face coverings will be worn unless students are eating.
- Physical distancing will be maintained during lunch and snack time.

Requirements

- Face coverings will be worn by students and staff inside and outside the building.
- A face covering will be provided to anyone who needs one.
- Volunteers will be limited to essential staff. Volunteers will be screened before entering, will be tracked by the office using contact tracing logs, will wash/sanitize hands upon entry, and will maintain physical distancing.
- Visitors/non essential volunteers **will not be allowed** in the school building at this time..
- Students' personal items will be limited to necessary school items (refillable water bottles, school supplies, books, etc.) and can only be used by the student.

- Students may take a “face covering break”.
 - Each classroom has a “face covering break” area.
 - Mass “face covering breaks” are not allowed.
 - “Face coverings breaks” may last up to 15 minutes.
 - The “face covering break” space must be sanitized after each use.

Dismissal Procedures

- A staff member will supervise the pick up circle and walkie talkie to the school office.
- The office will notify homeroom teachers when a student is ready to be picked up.
- Students will exit the West (playground) doors and proceed to their vehicles.
- There is a “drop-off & pick-up” map on Zion’s website.