

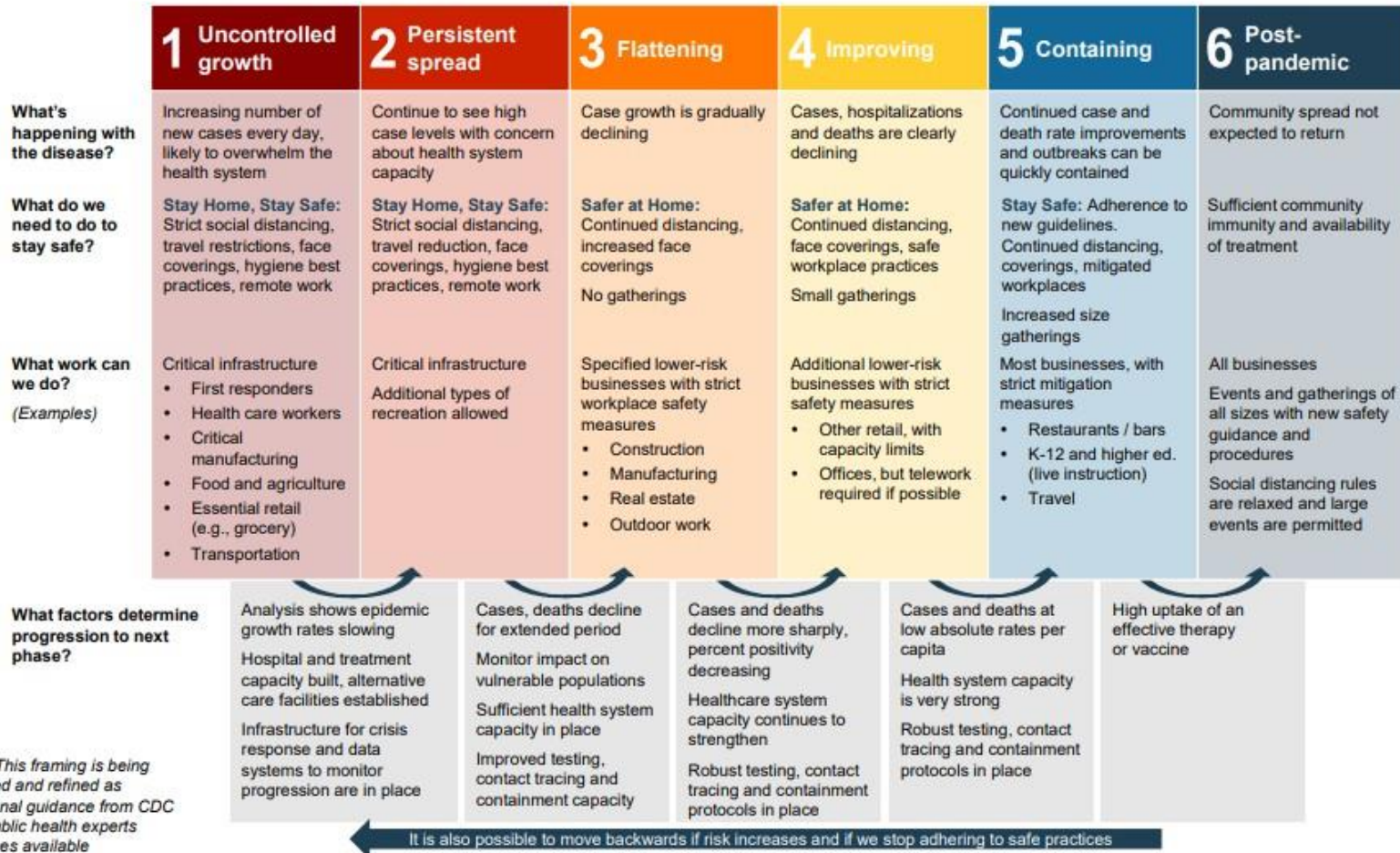
# RIVER VALLEY Chikaming Elementary 2020 - 2021 SCHOOL REOPENING PLANS

## *Do Our Best, Care for Others, Love Our School*

**INTRODUCTION:** River Valley School District students will be asked to learn while the state of Michigan is under the MI Safe Start Plan during the 2020 - 2021 school year. Berrien County's phase designation will impact the learning format that can be offered to students at Chikaming Elementary School during the academic calendar and the designated phase may change throughout the school year. Below is a broad comparison chart to assist families in comparing the nature of each phase's learning plan at River Valley Chikaming Elementary.

	PHASE 3	PHASE 4	PHASE 5
<b>LEARNING FORMAT</b>	FULL REMOTE LEARNING (SCHOOL BUILDING CLOSED TO PUBLIC)	DAILY IN PERSON LEARNING WITH STRINGENT SAFETY PROTOCOLS	DAILY IN PERSON LEARNING WITH PROACTIVE SAFETY PROTOCOLS
<b>CLASS TRANSITIONS</b>	N/A (STUDENTS WILL ATTEND SCHOOL REMOTELTY)	Students will transition throughout the school following a schedule to account for safety protocols and Social Distancing guidelines.	Students will transition throughout the school following a schedule to account for safety protocols and Social Distancing guidelines.
<b>PERSONAL PROTECTION EQUIPMENT</b>	N/A (STUDENTS WILL ATTEND SCHOOL REMOTELTY)	FACE MASKS REQUIRED (SCHOOL WILL PROVIDE FREE MASKS IF DESIRED) AND SOCIAL DISTANCING FACILITATED	FACE MASKS OPTIONAL BUT STRONGLY RECOMMENDED (SCHOOL WILL PROVIDE FREE MASKS IF DESIRED) AND SOCIAL DISTANCING FACILITATED
<b>FOOD SERVICE</b>	FOOD DISTRIBUTION WILL FOLLOW GUIDELINES PUT FORTH IN ANY EXECUTIVE ORDER IN PLACE AT THE TIME	CONTACTLESS BREAKFAST AND CONTACTLESS HOT LUNCH OPTIONS WILL BE AVAILABLE FOR PURCHASE  SOCIAL DISTANCING WILL BE IN PLACE DURING FOOD SERVICE TIMES	CONTACTLESS BREAKFAST AND CONTACTLESS HOT LUNCH OPTIONS WILL BE AVAILABLE FOR PURCHASE  SOCIAL DISTANCING WILL BE IN PLACE DURING FOOD SERVICE TIMES
<b>TRANSPORTATION</b>	N/A (STUDENTS WILL ATTEND SCHOOL REMOTELTY).	BUS ROUTES PROVIDED (MASKS REQUIRED ON BUS)	BUS ROUTES PROVIDED (MASKS OPTIONAL ON BUS)
<b>ATHLETICS &amp; EXTRACURRICULAR ACTIVITIES</b>	N/A	N/A	N/A
<b>ALTERNATIVE ONLINE OPTION FOR 2020-2021 SCHOOL YEAR</b>	REMOTE LEARNING PLAN IN PLACE FOR ALL STUDENTS	OPTION FOR REMOTE LEARNING in collaboration with Chikaming remote liaison	OPTION FOR REMOTE LEARNING in collaboration with Chikaming remote liaison

# MI SAFE START PLAN



# RIVER VALLEY SCHOOL DISTRICT RETURN TO LEARNING

Chikaming Elementary

Phase Three: Fall 2020 Reopening Plan

*Full Time Remote Learning*

(No Masks Required - Students Learning Remotely)



## Remote Learning - Communication:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Check email daily for updates and announcements from classroom teacher.</li><li>• Monitor students' assignments, assessments, and progress through online learning platform and communication with teacher.</li><li>• Communicate general inquiries to classroom teacher using the online learning platform, or teachers' email, or calling the school directly.</li><li>• Contact your child's teacher immediately with questions regarding the use the district provided technology or issues/concerns with the district provided technology.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Communicate questions and concerns immediately to classroom teacher using online learning platform, school email, or school phone.</li><li>• Participate in virtual meetings with staff as scheduled by the teacher.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Ask questions about things you do not understand.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Do what your teacher and parents tell you to do, the first time.</li><li>• Connect with your teacher and classmates– to build strong relationships and support one another.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Openly share questions and concerns with your classroom teacher immediately, seeking support and resolution.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• Post description and tutorials on the use of online learning platform.</li><li>• Post a remote learning overview on the online learning platform that outlines remote learning policies and expectations. Provide hardcopy of this overview to all homes.</li><li>• Provide weekly packet of papers and materials needed to all students. These packets may be picked up at designated times on Mondays or delivered to each home on Wednesdays.</li><li>• Post weekly schedule on online learning platform.</li><li>• Post daily lessons for all students in reading in math on online learning platform. Supplemental and/or enrichment materials and lessons will be provided based on student needs.</li><li>• Counselor, Art, PE, and Reading teacher will provide weekly lessons in packets and on online learning platform.</li><li>• Respond to student and parent/guardian inquiries as soon as possible.</li><li>• Provide translated materials for all families with English as their second language.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure all students and staff have access to a district provided device.</li><li>• Ensure all district provided programs and applications are functioning properly throughout the period of remote learning.</li><li>• Facilitate communication between students, parents/guardians, and school staff.</li><li>• Provide regular updates to students and parents/guardians regarding the status of the remote learning period and student progress.</li></ul>

## Remote Learning - Assignments & Assessments:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>● Identify a dedicated workspace within the home that students can utilize to complete remote learning.</li><li>● Establish a home “school routine” to facilitate the successful completion of remote learning tasks before established deadlines.</li><li>● Ensure students have access to Wi-Fi internet service.<ul style="list-style-type: none"><li>○ Contact the Chikaming Elementary office if unable to secure access to reliable, high speed internet service.</li></ul></li><li>● Monitor students’ completion of daily remote learning assignments and assessments using the online learning platform.</li><li>● Contact staff members with questions and concerns related to remote learning assignments or assessments.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>● Identify a dedicated workspace to complete remote learning.</li><li>● Establish a “home school” routine to facilitate the successful completion of remote learning tasks before established deadlines.</li><li>● Login to the online learning platform daily and complete all required assignments and assessments by established deadlines.</li><li>● Participate in virtual class meetings with staff members as scheduled.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>● Ask questions about things you do not understand.</li><li>● Follow the schedule your teacher and families create for you.</li><li>● Eliminate distractions to help you work hard on your classwork.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>● Do what your teacher and parents tell you to do, the first time.</li><li>● Share things you learn and help your classmates love learning!</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>● Openly share questions and concerns with your classroom teacher immediately, seeking support and resolution.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>● Create daily online lessons that are engaging for students using a variety of pedagogical strategies and online practices.<ul style="list-style-type: none"><li>○ Post daily reading and math lessons by 8am.</li></ul></li><li>● Communicate assignment directions, content, and resources to students and parents/guardians using the online learning platform.</li><li>● Be available to meet with students virtually and/or answer either over the phone or electronically from 7:45-2:45 pm on scheduled school days.</li><li>● Distribute formative and summative assessments that measure student learning using online learning platform and through one on one virtual meetings with students.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>● Ensure all students and staff have access to a district provided device and charger.</li><li>● Ensure all district provided programs and applications are functioning properly throughout the period of remote learning.</li><li>● Facilitate communication between students, parents/guardians, and professional staff.</li><li>● Provide regular updates to students and parents/guardians regarding the status of the remote learning period and student progress.</li><li>● Provide staff with professional development on how to best utilize the online learning platform.</li><li>● Monitor student task completion and assist teachers when needed.</li><li>● Implement appropriate grading procedures and practices for the period of remote learning.</li></ul>

## Remote Learning - Grades & Feedback

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Monitor students' progress daily on online learning platform.</li><li>• When needed, communicate inquiries to classroom teacher using the online learning platform, teachers' email, or calling the school phone.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Follow weekly schedule as provided by the teacher.</li><li>• Login to online learning platform daily and participate in activities provided.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Ask questions about things you do not understand.</li><li>• Follow the schedule your teacher and families create for you.</li><li>• Eliminate distractions to help you work hard on your classwork.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Do what your teacher and parents tell you to do, the first time.</li><li>• Share things you learn and help your classmates love learning!</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Openly share questions and concerns with your classroom teacher immediately, seeking support and resolution.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• Provide formative feedback to students/parents using the online platform, via email, and through virtual meetings and phone calls.</li><li>• Grade summative assessments in a timely manner and provide feedback using the online platform, via email, and through virtual meetings and phone calls.</li><li>• Follow appropriate grading procedures and processes for the period of remote learning, as established by the administration.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Develop appropriate grading procedures and practices for the period of remote learning.</li><li>• Facilitate communication between students, parents/guardians, and school staff.</li><li>• Ensure all district provided programs and applications are functioning properly throughout the period of remote learning.</li><li>• Provide regular updates to students and parents/guardians regarding the students' progress during the period of remote learning.</li><li>• Provide staff with professional development on using online learning platform.</li></ul>

## Remote Learning - Meetings & Conferences:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Communicate general inquiries to classroom teacher using online learning platform, school email, or a phone call.</li><li>• Participate in virtual meetings when requested by a staff member.</li><li>• Notify the school if there is a personal technology barrier that would prevent participation in a virtual meeting prior to the scheduled appointment.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Participate in virtual meetings as requested by staff members.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Ask questions about things you do not understand.</li><li>• Attend meetings that your teacher schedules.</li><li>• Mute your microphone except when it's time to speak.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Do what your teacher and parents tell you to do, the first time.</li><li>• Share things you learn and help your classmates love learning!</li><li>• Smile!</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Openly share questions and concerns with your classroom teacher immediately, seeking support and resolution.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• When invited, attend required virtual meetings using district provided technology.</li><li>• When appropriate, organize virtual meetings and invite relevant participants electronically.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure parents/guardians understand how to participate in virtual meetings.</li></ul>

## Remote Learning – Chikaming Elementary Office

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>● Contact the Chikaming Elementary Office if a student tests positive for COVID-19 during the period of remote learning.</li><li>● Contact the Chikaming Elementary Office immediately to communicate issues/concerns with the district provided technology.</li><li>● Contact the Chikaming Elementary office if in need of assistance when monitoring student progress through online platform.</li></ul>	<p>Chikaming Elementary Office Staff:</p> <ul style="list-style-type: none"><li>● Regularly respond to emails and monitor school office voicemail messages.</li><li>● Assist staff with tasks as directed by the administration.</li><li>● Track and monitor student attendance throughout the period of remote learning.<ul style="list-style-type: none"><li>○ Ensure staff submit timely and accurate records.</li><li>○ Contact families in the event of absence to inquire regarding the nature of the absence from remote learning.</li><li>○ Share attendance information with appropriate staff members.</li></ul></li><li>● Assist families who communicate issues/concerns with the district provide technology.</li><li>● Assist families who require help monitoring students' grades in the district provided learning management system.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>● Supervise Chikaming Elementary staff and delegate tasks and projects to staff members as appropriate.</li><li>● Develop appropriate grading procedures and progress report practices for the period of remote learning.</li><li>● Facilitate communication between students, parents/guardians, and school staff.</li><li>● Ensure all district provided programs and applications are functioning properly throughout the period of remote learning.</li><li>● Provide regular updates to students and parents/guardians regarding the students' progress during the period of remote learning.</li><li>● Ensure all students and staff have access to a district provided device and charger.</li></ul>



## Remote Learning - Food Service:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
Parents/Guardians: <ul style="list-style-type: none"><li>• Food distribution will follow guidelines put forth in any executive order in place at the time.</li></ul>	Administration: <ul style="list-style-type: none"><li>• Communicate how and when food distribution will take place.</li></ul>

# River Valley School District RETURN TO LEARNING

Chikaming Elementary

Phase Four: Fall 2020 Reopening Plan

*In Person Learning Daily with Stringent Safety Protocols*  
(Masks Required for Students and Staff)



Before School - Drop-off, Breakfast, & Supervision:

## Student and Parent/Guardians Expectations

### Parents/Guardians:

- Conduct a daily student wellness check, including temperature, prior to sending a student to school. Students with a temperature over 100°F should stay home and absences should be reported to the Chikaming Elementary Office.
- Only attempt to enter the school through the main office entrance.
  - Prioritize visits to minimize office visitor traffic.
  - No building access beyond the office will be permitted for visitors.
- Ensure successful transport of student to school:
  - Bus: Ensure students successfully board the bus.
  - Drop off: One person escorts students to the main entrance **masks required**.

### Students (Bus Riders)

- Sanitize hands and wear an approved face mask on the bus.
- Sit in an assigned seat on the bus for the duration of the trip.
- Adhere to all bus rules throughout the entire ride.
- Exit the bus when directed by the driver.
- Enter the building, continue to wear a face mask while in the building, until seated to eat breakfast and/or enter classroom.
- Sanitize hands when entering the classroom, follow instructions of classroom teacher.

### Students (Car Drop-off)

- Enter building through main entrance **masks required**.
- Wear an approved face mask at all times while traveling around the building.
- *Students eating breakfast* enter cafeteria, pick up breakfast, and sit in designated breakfast seat. Masks required until seated to eat.
- *Students that ate breakfast at home:* go directly to classroom and follow the instructions of your classroom teacher. Masks required until entering classroom.
- Sanitize hands when entering the classroom.

### Do Your Best

- Go directly to your classroom or breakfast line.
- Follow all expectations.

### Care for Others

- Sit only in your designated seat.
- Eat your breakfast in your own space.

### Love Your School

- Clean up after yourself.

## Staff Expectations:

### Professional Staff:

- Complete daily online screening process prior to entry into the building.
- Wear a mask at all times while in the building.
- Report to designated supervisory locations by no later than 7:30 am if applicable.
- Supervise hallways and classrooms to ensure students are reporting immediately to assigned classrooms. Ensure students are not congregating in hallways or common spaces.
- Contact the office immediately if a student is observed to have a fever or COVID-19 related symptoms.

### Bus Drivers:

- Wear a mask at all times while students are on the school bus.
- Provide student riders with reminders of school bus expectations and safety guidelines.
- Report repeated expectation violators to Transportation Supervisor for disciplinary consequences.
- Ensure the bus is disinfected following the completion of each route using cleaning and disinfecting protocols.

### Administration:

- Greet students at main entrance door (or assign a designee to do so) at 7:30am.
- Ensure adequate supervision is provided in drop-off locations, entrances, hallways, and classrooms.
- Ensure proper signage is installed in hallways and common areas to promote social distancing and quality hygiene.
- Provide expectations, communications and reminders.
- Provide expectation violation warnings to students and parents/guardians.
- Issue disciplinary consequences for repeated expectation violators.
- Ensure main doors are closed at 7:45am or after last bus has arrived.

## During School - Instructional Time (The Classroom):

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Conduct a student wellness check, including temperature, prior to sending a student to school. Students with a temperature over 100°F should stay home and absences should be reported to the Chikaming Elementary Office.</li><li>• Discourage students from sharing items and food at school.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Wear a mask at all times while transitioning throughout the school building.</li><li>• Do not share personal items or food with other students.</li><li>• Follow teacher instructions and practice social distancing from peers whenever possible.</li><li>• Wash hands with wipes before transitioning throughout the building, use hand sanitizer before entering any classroom.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Ask questions about things you do not understand.</li><li>• Follow all expectations your teacher gives you.</li><li>• Work hard on all assignments!</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Say kind words that encourage classmates.</li><li>• Stay in your area.</li><li>• Focus on your teacher and instructions.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Clean up after yourself.</li><li>• Try to ignore distractions and encourage classmates to be kind to everyone.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• Wear a mask at all times while in the instructional space.</li><li>• Ensure classroom desks are organized in a way that promotes social distancing.</li><li>• Ensure students maintain distance whenever possible.</li><li>• Eliminate shared classroom materials that cannot be disinfected between individual uses.</li><li>• Keep the classroom door and windows open (weather permitting) to maximize airflow and reduce the number of touches to door handles.</li><li>• Teach outside as much as possible.</li><li>• Allow only one student out of the classroom at a time, ensure masks are worn.</li><li>• Provide expectation communications and reminders to students and families.</li><li>• Report repeated expectation violators to the office for disciplinary consequences.</li><li>• Encourage students to use planned bathroom breaks, supervised by Teacher Assistants, wearing masks, and practice social distancing.</li><li>• Teach and encourage proper handwashing skills and other hygiene skills daily.</li><li>• Ensure students wear masks when working collaboratively and not able to use social distancing.</li><li>• Rotate the use of shared manipulates among small, assigned groups of students and ensure these manipulates are disinfected prior to allowing another group of students to use them.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure proper signage is installed in classrooms to promote social distancing and quality hygiene.</li><li>• Ensure classrooms are disinfected regularly throughout the day.</li><li>• Ensure supplies are readily available for custodians and teaching staff.</li><li>• Provide expectations, communications and reminders.</li><li>• Provide expectation violation warnings to students and families.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li></ul>

## During School - Hallways, Lockers, & Common Areas:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Encourage students to utilize social distancing practices and wear masks properly while at school.</li><li>• Check to ensure students only bring necessary items to school.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Wear a mask at all times.</li><li>• Adhere to all hallway expectations in the Student Handbook and as taught by school staff.</li><li>• Follow all signage directions in the hallways and common areas.</li><li>• Stay to the right when traveling down hallways.</li><li>• Students may not share lockers or personal items/food with other students.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Follow all expectations your teacher gives you.</li><li>• Go directly to and from your spot.</li><li>• Follow all social distancing guidelines.</li><li>• Wear a mask.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Follow all social distancing guidelines.</li><li>• Wear a mask.</li><li>• Walk on the right side of the hallway.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Clean up after yourself.</li><li>• Try to ignore distractions which will help encourage others to do what they're supposed to.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• Escort students to and from all whole-class transitions.</li><li>• Provide students with permission to visit their assigned lockers/cubbies on a staggered basis to prevent clustering and promote social distancing.</li><li>• Provide expectation communications and reminders to students.</li><li>• Report repeated expectation violators to the office for disciplinary consequences.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure adequate supervision is provided in all hallways and common areas during transition periods.</li><li>• Ensure proper signage is installed in hallways and common areas to promote social distancing and quality hygiene.</li><li>• Provide expectation communications and reminders to students.</li><li>• Provide expectation violation warnings to students and families.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li><li>• Supervise the cleanliness of all hallways, lockers, and common areas.</li></ul>

## During School – Chikaming Elementary Office Area:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>● Conduct a student wellness check, including temperature, prior to sending a student to school. Students with a temperature over 100°F should stay home and absence should be reported to the RMS office.</li><li>● Only attempt to enter Chikaming Elementary School through the main office entrance.<ul style="list-style-type: none"><li>○ Visitors must wear a mask to enter the office.</li></ul></li><li>● Prioritize visits to minimize office visitor traffic. No building access beyond the office will be permitted to visitors.</li><li>● Ensure emergency contact information is up to date in the event the office staff needs to contact a parent/guardian.</li><li>● Ensure there are multiple, pre-arranged methods of getting a student home from school should they become ill or exhibit COVID-19 symptoms.</li><li>● Read all email and SMS text communications from the Chikaming Elementary/River Valley Schools regularly.<ul style="list-style-type: none"><li>○ Respond to messages promptly when appropriate.</li></ul></li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>● Wear a mask at all times.</li><li>● Follow social distancing guidelines when in the office, when possible.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>● Use good manners – wait to speak until an adult is ready to talk.</li><li>● Share your need with office staff in a polite way.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>● Wear a mask</li><li>● Practice social distancing.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>● Clean up after yourself.</li><li>● Try to ignore distractions and encourage others to be kind to everyone.</li></ul>	<p>Office Staff:</p> <ul style="list-style-type: none"><li>● Wear a mask at all times while in the school building.</li><li>● Ensure the office workspace is kept clean. Sanitize common surfaces regularly throughout the day.</li><li>● Ensure social distancing protocols are followed whenever possible.</li><li>● Isolate any student who possesses a fever of 100°F and/or COVID-19 related symptoms in the designated isolation area in the office.<ul style="list-style-type: none"><li>○ Contact sick students' parents/guardians and facilitate student pick-up from school.</li><li>○ Contact administration immediately to notify them of illness.</li></ul></li><li>● Ensure the designated isolation area is disinfected by a custodian immediately after the space is vacated by the ill student.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>● Ensure proper signage is installed in the office and isolation room to promote social distancing and quality hygiene.</li><li>● Ensure regular cleaning and disinfecting takes place in the office and isolation area.</li><li>● Ensure seating areas are properly physically distanced in the office.</li><li>● Ensure the isolation room is properly supervised when in use.</li></ul>

## During School - Lunch Service:

Student and Parent/Guardians Expectations	Staff Expectations
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Teach students healthy and hygienic eating habits.</li><li>• No visitors will be permitted to eat lunch with students.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Eat lunch and with cohort peers, sitting in assigned seats.</li><li>• Wash and/or sanitize hands at handwashing station prior to eating.</li><li>• Stay seated during the duration of the lunch period.</li><li>• Do not share food with peers during lunch.</li><li>• Students may take off mask to eat while sitting in their assigned seats</li><li>• Request permission from lunchroom supervisor to use the restroom.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Line up immediately when your recess whistle blows.</li><li>• Practice social distancing in your line.</li><li>• Follow all expectations.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Wash your hands before entering lunchroom.</li><li>• Sit only in your designated seat.</li><li>• Use a level 1 or level 2 voice.</li><li>• Eat your lunch in your own space.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Clean up after yourself.</li></ul>	<p>Staff (Supervisory Duty):</p> <ul style="list-style-type: none"><li>• Supervise designated eating areas to ensure students are social distancing during lunch service.</li><li>• Wear a face mask while circulating around designated eating areas.</li><li>• Provide expectation communications and reminders to students.</li><li>• Report repeated expectation violators to the office for disciplinary consequences.</li><li>• Monitor and issue passes for restroom use during lunchtime.</li><li>• Dismiss students to their classroom teacher at designated time. Any student that has not finished eating must finish in the classroom.</li></ul> <p>Staff (Lunch Break):</p> <ul style="list-style-type: none"><li>• Walk students from the classroom to the recess door <b>masks required</b>.</li><li>• Wear a mask while traveling in the hallway and wash hands prior to eating lunch. Sanitize eating area prior to the start of lunch.</li><li>• Staff may take off masks to eat lunch.</li><li>• Social distance with colleagues while eating lunch during designated lunch break.</li><li>• Pick students up from cafeteria at designated time and escort directly to classroom <b>masks required</b>.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure that there is enough seating provided to ensure social distancing can be practiced – assign seats for all students.</li><li>• Ensure that the doors to designated lunch service and eating area doors are propped open by the start of lunch service.</li><li>• Ensure adequate supervision is provided in all lunch service areas.</li><li>• Ensure proper signage is installed in hallways, lunch service areas, and eating areas to promote social distancing and quality hygiene.</li><li>• Provide expectation communications and reminders to students.</li><li>• Provide expectation violation warnings to students and families.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li><li>• Supervise the cleanliness of all eating locations during lunch service.</li></ul>

## During School - Meetings & Conferences:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Communicate general inquiries to classroom teacher using the district online learning platform, staff email, or call the school office.</li><li>• Participate in virtual meetings when possible. When meeting in person, masks and social distancing are required.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• When invited, attend required virtual meetings using district provided technology.</li><li>• Wear a mask when attending in person meetings with staff members and/or students.</li><li>• Follow all social distancing protocols when meeting with staff members and/or students.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure parents/guardians understand how to participate in virtual meetings.</li><li>• Ensure social distancing guidelines are followed when in person meetings are held between students and staff.</li><li>• Ensure furniture and seating options permit social distancing throughout the building.</li></ul>



## During School - Restrooms

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Teach students healthy and hygienic restroom habits.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Wear a mask at all times.</li><li>• Obtain staff member permission to travel to the restroom during instructional time.</li><li>• Follow all signage in the hallways, common areas, and restrooms.</li><li>• Social distance while in the restroom as much as possible.</li><li>• If all open restroom stalls are in use, exit the restroom and wait on social distance floor markings outside the restroom entrance.</li><li>• Students are required to wash hands prior to leaving the restroom.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Go directly to and from the restroom.</li><li>• Follow all expectations.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Wear your mask.</li><li>• Follow Social Distancing guidelines.</li><li>• Wash your hands after using the restroom.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Clean up after yourself.</li></ul>	<p>Staff:</p> <ul style="list-style-type: none"><li>• Assist in the supervision of restrooms, hallways, and common areas during transition times.</li><li>• Issue restroom passes to students when requested during instructional time. <i>Only one student at a time may leave the classroom.</i></li><li>• Provide expectation communications and reminders to students.</li><li>• Report repeated expectation violators to the office for disciplinary consequences.</li><li>• Teach proper handwashing and hygiene daily.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure proper signage is installed in restrooms to promote social distancing and quality hygiene.</li><li>• Provide expectation communications and reminders to students.</li><li>• Provide expectation violation warnings to students and families.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li><li>• Supervise the cleanliness of all restrooms.</li></ul>

## After School - Pick-up & Bus Transportation:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Ensure students understand how they are supposed to travel home at the end of each day.</li></ul> <p>Students (Bus Riders):</p> <ul style="list-style-type: none"><li>• Wear a mask after dismissal when traveling to the outdoor bus lines.</li><li>• Practice social distancing while lining up for the bus.</li><li>• Sanitize hands and wear a face mask on the bus.</li><li>• Sit in an assigned seat on the bus for the duration of the trip.</li><li>• Adhere to all bus rules throughout the entire ride.</li><li>• Exit the bus when directed by the driver.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Wear a mask when traveling to and waiting to be picked-up by families.</li><li>• Adhere to social distancing guidelines in the hallways and outdoors while waiting for families.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Stay in your line until you see your adult and/or it's time to load your bus.</li><li>• Follow all expectations.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Wear your mask.</li><li>• Follow Social Distancing guidelines.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Clean up after yourself.</li></ul>	<p>Staff:</p> <ul style="list-style-type: none"><li>• Wear a mask at all times.</li><li>• Supervise hallways, bus lines, and pick up lines to ensure students are following social distancing guidelines.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure adequate supervision is provided in pick-up locations and bus lines.</li><li>• Ensure proper signage is installed to promote social distancing and quality hygiene.</li><li>• Provide expectations, communications and reminders.</li><li>• Provide expectation violation warnings to students and families.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li></ul>

# River Valley School District RETURN TO LEARNING

Chikaming Elementary School

Phase Five: Fall 2020 Reopening Plan

*In Person Learning Daily with Strong Safety Protocols*

(Masks Optional for Students and Staff)



## Before School - Drop-off, Breakfast, & Supervision:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p><b>Parents/Guardians:</b></p> <ul style="list-style-type: none"><li>• Conduct a daily student wellness check, including temperature, prior to sending a student to school. Students with a temperature over 100°F should stay home and absences should be reported to the Chikaming Elementary Office.</li><li>• Only attempt to enter the school through the main office entrance.<ul style="list-style-type: none"><li>◦ Prioritize visits to minimize office visitor traffic.</li><li>◦ No building access beyond the office will be permitted for visitors.</li></ul></li><li>• Ensure successful transport of student to school:<ul style="list-style-type: none"><li>◦ Bus: Ensure students successfully board the bus.</li><li>◦ Drop off: One person escorts students to the main entrance masks encouraged.</li></ul></li></ul> <p><b>Students (Bus Riders)</b></p> <ul style="list-style-type: none"><li>• Sanitize hands and wear an approved face mask on the bus.</li><li>• Sit in an assigned seat on the bus for the duration of the trip.</li><li>• Adhere to all bus rules throughout the entire ride.</li><li>• Exit the bus when directed by the driver.</li><li>• Enter the building, continue to wear a face mask while in the building, until seated to eat breakfast and/or enter classroom.</li><li>• Sanitize hands when entering the classroom, follow instructions of classroom teacher.</li></ul> <p><b>Students (Car Drop-off)</b></p> <ul style="list-style-type: none"><li>• Enter building through main entrance masks encouraged.</li><li>• Students are encouraged to wear an approved face mask at all times while traveling around the building.</li><li>• <i>Students eating breakfast</i> enter cafeteria, pick up breakfast, and sit in designated breakfast seat. Masks encouraged until seated to eat.</li><li>• <i>Students that ate breakfast at home:</i> go directly to classroom and follow the instructions of your classroom teacher. Masks encouraged until entering classroom.</li><li>• Sanitize hands when entering the classroom.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Go directly to your classroom or breakfast line.</li><li>• Follow all expectations.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Sit only in your designated seat.</li><li>• Eat your breakfast in your own space.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Clean up after yourself.</li></ul>	<p><b>Professional Staff:</b></p> <ul style="list-style-type: none"><li>• Complete daily online screening process prior to entry into the building.</li><li>• Masks are encouraged throughout the building where social distancing is not possible.</li><li>• Report to designated supervisory locations by no later than 7:30 am if applicable.</li><li>• Supervise hallways and classrooms to ensure students are reporting immediately to assigned classrooms. Ensure students are not congregating in hallways or common spaces.</li><li>• Contact the office immediately if a student is observed to have a fever or COVID-19 related symptoms.</li></ul> <p><b>Bus Drivers:</b></p> <ul style="list-style-type: none"><li>• Masks are encouraged while students are on the school bus.</li><li>• Provide student riders with reminders of school bus expectations and safety guidelines.</li><li>• Report repeated expectation violators to Transportation Supervisor for disciplinary consequences.</li><li>• Ensure the bus is disinfected following the completion of each route using cleaning and disinfecting protocols.</li></ul> <p><b>Administration:</b></p> <ul style="list-style-type: none"><li>• Greet students at main entrance door (or assign a designee to do so) at 7:30am.</li><li>• Ensure adequate supervision is provided in drop-off locations, entrances, hallways, and classrooms.</li><li>• Ensure proper signage is installed in hallways and common areas to promote social distancing and quality hygiene.</li><li>• Provide expectations, communications and reminders.</li><li>• Provide expectation violation warnings to students and parents/guardians.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li><li>• Ensure main doors are closed at 7:45am or after last bus has arrived.</li></ul>

## During School - Instructional Time (The Classroom):

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>● Conduct a student wellness check, including temperature, prior to sending a student to school. Students with a temperature over 100°F should stay home and absences should be reported to the Chikaming Elementary Office.</li><li>● Discourage students from sharing items and food at school.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>● Masks encouraged while transitioning throughout the school building.</li><li>● Do not share personal items or food with other students.</li><li>● Follow teacher instructions and practice social distancing from peers whenever possible.</li><li>● Wash hands with wipes before transitioning throughout the building, use hand sanitizer before entering any classroom.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>● Ask questions about things you do not understand.</li><li>● Follow all expectations your teacher gives you.</li><li>● Work hard on all assignments!</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>● Say kind words that encourage classmates.</li><li>● Stay in your area.</li><li>● Focus on your teacher and instructions.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>● Clean up after yourself.</li><li>● Try to ignore distractions and encourage classmates to be kind to everyone.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>● Masks encouraged while unable to maintain social distancing.</li><li>● Ensure classroom desks are organized in a way that promotes social distancing.</li><li>● Ensure students maintain distance whenever possible.</li><li>● Eliminate shared classroom materials that cannot be disinfected between individual uses.</li><li>● Keep the classroom door and windows open (weather permitting) to maximize airflow and reduce the number of touches to door handles.</li><li>● Teach outdoors as much as possible.</li><li>● Allow only one student out of the classroom at a time, encourage masks.</li><li>● Provide expectation communications and reminders to students and families.</li><li>● Report repeated expectation violators to the office for disciplinary consequences.</li><li>● Encourage students to use planned bathroom breaks, supervised by Teacher Assistants, encourage wearing masks, and practice social distancing.</li><li>● Teach and encourage proper handwashing skills and other hygiene skills daily.</li><li>● Encourage students to wear masks when working collaboratively and not able to use social distancing.</li><li>● Ensure these manipulates are disinfected regularly.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>● Ensure proper signage is installed in classrooms to promote social distancing and quality hygiene.</li><li>● Ensure classrooms are disinfected regularly throughout the day.</li><li>● Ensure supplies are readily available for custodians and teaching staff.</li><li>● Provide expectations, communications and reminders.</li><li>● Provide expectation violation warnings to students and families.</li><li>● Issue disciplinary consequences for repeated expectation violators.</li></ul>

## During School - Hallways, Lockers, & Common Areas:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Encourage students to utilize social distancing practices and wear masks properly while at school.</li><li>• Check to ensure students only bring necessary items to school.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Adhere to all hallway expectations in the Student Handbook and as taught by school staff.</li><li>• Follow all signage directions in the hallways and common areas.</li><li>• Stay to the right when traveling down hallways.</li><li>• Students may not share lockers or personal items/food with other students.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Follow all expectations your teacher gives you.</li><li>• Go directly to and from your spot.</li><li>• Follow all social distancing guidelines.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Follow all social distancing guidelines.</li><li>• Walk on the right side of the hallway.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Clean up after yourself.</li><li>• Try to ignore distractions which will help encourage others to do what they're supposed to.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• Escort students to and from all whole-class transitions.</li><li>• Provide students with permission to visit their assigned lockers/cubbies on a staggered basis to prevent clustering and promote social distancing.</li><li>• Provide expectation communications and reminders to students.</li><li>• Report repeated expectation violators to the office for disciplinary consequences.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure adequate supervision is provided in all hallways and common areas during transition periods.</li><li>• Ensure proper signage is installed in hallways and common areas to promote social distancing and quality hygiene.</li><li>• Provide expectation communications and reminders to students.</li><li>• Provide expectation violation warnings to students and families.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li><li>• Supervise the cleanliness of all hallways, lockers, and common areas.</li></ul>

## During School – Chikaming Elementary Office Area:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Conduct a student wellness check, including temperature, prior to sending a student to school. Students with a temperature over 100°F should stay home and absence should be reported to the RMS office.</li><li>• Only attempt to enter Chikaming Elementary School through the main office entrance.<ul style="list-style-type: none"><li>◦ Visitors are encouraged to wear a mask when entering the office.</li></ul></li><li>• Prioritize visits to minimize office visitor traffic. No building access beyond the office will be permitted to visitors.</li><li>• Ensure emergency contact information is up to date in the event the office staff needs to contact a parent/guardian.</li><li>• Ensure there are multiple, pre-arranged methods of getting a student home from school should they become ill or exhibit COVID-19 symptoms.</li><li>• Read all email and SMS text communications from the Chikaming Elementary/River Valley Schools regularly.<ul style="list-style-type: none"><li>◦ Respond to messages promptly when appropriate.</li></ul></li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Follow social distancing guidelines when in the office, when possible.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Use good manners – wait to speak until an adult is ready to talk.</li><li>• Share your need with office staff in a polite way.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Practice social distancing.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Clean up after yourself.</li><li>• Try to ignore distractions and encourage others to be kind to everyone.</li></ul>	<p>Office Staff:</p> <ul style="list-style-type: none"><li>• Masks encouraged while unable to maintain social distancing.</li><li>• Ensure the office workspace is kept clean. Sanitize common surfaces regularly throughout the day.</li><li>• Ensure social distancing protocols are followed whenever possible.</li><li>• Isolate any student who possesses a fever of 100°F and/or COVID-19 related symptoms in the designated isolation area in the office.<ul style="list-style-type: none"><li>◦ Contact sick students' parents/guardians and facilitate student pick-up from school.</li><li>◦ Contact administration immediately to notify them of illness.</li></ul></li><li>• Ensure the designated isolation area is disinfected by a custodian immediately after the space is vacated by the ill student.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure proper signage is installed in the office and isolation room to promote social distancing and quality hygiene.</li><li>• Ensure regular cleaning and disinfecting takes place in the office and isolation area.</li><li>• Ensure seating areas are properly physically distanced in the office.</li><li>• Ensure the isolation room is properly supervised when in use.</li></ul>

## During School - Lunch Service:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Teach students healthy and hygienic eating habits.</li><li>• No visitors will be permitted to eat lunch with students.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Eat lunch and with cohort peers, sitting in assigned seats.</li><li>• Wash and/or sanitize hands at handwashing station prior to eating.</li><li>• Stay seated during the duration of the lunch period.</li><li>• Do not share food with peers during lunch.</li><li>• Students may take off mask to eat while sitting in their assigned seats</li><li>• Request permission from lunchroom supervisor to use the restroom.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Line up immediately when your recess whistle blows.</li><li>• Practice social distancing in your line.</li><li>• Follow all expectations.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Wash your hands before entering lunchroom.</li><li>• Sit only in your designated seat.</li><li>• Use a level 1 or level 2 voice.</li><li>• Eat your lunch in your own space.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Clean up after yourself.</li></ul>	<p>Staff (Supervisory Duty):</p> <ul style="list-style-type: none"><li>• Supervise designated eating areas to ensure students are social distancing during lunch service.</li><li>• Masks encouraged while unable to maintain social distancing.</li><li>• Provide expectation communications and reminders to students.</li><li>• Report repeated expectation violators to the office for disciplinary consequences.</li><li>• Monitor and issue passes for restroom use during lunchtime.</li><li>• Dismiss students to their classroom teacher at designated time. Any student that has not finished eating must finish in the classroom.</li></ul> <p>Staff (Lunch Break):</p> <ul style="list-style-type: none"><li>• Walk students from the classroom to the recess door masks are encouraged. .</li><li>• Masks are encouraged while traveling in the hallway and wash hands prior to eating lunch. Sanitize eating area prior to the start of lunch.</li><li>• Social distance with colleagues while eating lunch during designated lunch break.</li><li>• Pick students up from cafeteria at designated time and escort directly to classroom masks are encouraged.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure that there is enough seating provided to ensure social distancing can be practiced – assign seats for all students.</li><li>• Ensure that the doors to designated lunch service and eating area doors are propped open by the start of lunch service.</li><li>• Ensure adequate supervision is provided in all lunch service areas.</li><li>• Ensure proper signage is installed in hallways, lunch service areas, and eating areas to promote social distancing and quality hygiene.</li><li>• Provide expectation communications and reminders to students.</li><li>• Provide expectation violation warnings to students and families.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li><li>• Supervise the cleanliness of all eating locations during lunch service.</li></ul>



## During School - Meetings & Conferences:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Communicate general inquiries to classroom teacher using the district online learning platform, staff email, or call the school office.</li><li>• Participate in virtual meetings when possible. When meeting in person, masks are encouraged when social distancing is not possible.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• When invited, attend required virtual meetings using district provided technology.</li><li>• Masks are encouraged when attending in person meetings with staff members and/or students.</li><li>• Follow all social distancing protocols when meeting with staff members and/or students.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure parents/guardians understand how to participate in virtual meetings.</li><li>• Ensure social distancing guidelines are followed when in person meetings are held between students and staff.</li><li>• Ensure furniture and seating options permit social distancing throughout the building.</li></ul>

## During School - Restrooms

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Teach students healthy and hygienic restroom habits.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Masks are encouraged when not able to maintain social distancing.</li><li>• Obtain staff member permission to travel to the restroom during instructional time.</li><li>• Follow all signage in the hallways, common areas, and restrooms.</li><li>• Social distance while in the restroom as much as possible.</li><li>• If all open restroom stalls are in use, exit the restroom and wait on social distance floor markings outside the restroom entrance.</li><li>• Students are required to wash hands prior to leaving the restroom.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Go directly to and from the restroom.</li><li>• Follow all expectations.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Follow Social Distancing guidelines.</li><li>• Wash your hands after using the restroom.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Clean up after yourself.</li></ul>	<p>Staff:</p> <ul style="list-style-type: none"><li>• Assist in the supervision of restrooms, hallways, and common areas during transition times.</li><li>• Issue restroom passes to students when requested during instructional time. <i>Only one student at a time may leave the classroom.</i></li><li>• Provide expectation communications and reminders to students.</li><li>• Report repeated expectation violators to the office for disciplinary consequences.</li><li>• Teach proper handwashing and hygiene daily.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure proper signage is installed in restrooms to promote social distancing and quality hygiene.</li><li>• Provide expectation communications and reminders to students.</li><li>• Provide expectation violation warnings to students and families.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li><li>• Supervise the cleanliness of all restrooms.</li></ul>

## After School - Pick-up & Bus Transportation:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Ensure students understand how they are supposed to travel home at the end of each day.</li></ul> <p>Students (Bus Riders):</p> <ul style="list-style-type: none"><li>• Masks are encouraged.</li><li>• Practice social distancing while lining up for the bus.</li><li>• Sanitize hands and wear a face mask on the bus.</li><li>• Sit in an assigned seat on the bus for the duration of the trip.</li><li>• Adhere to all bus rules throughout the entire ride.</li><li>• Exit the bus when directed by the driver.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Masks are encouraged when traveling to and waiting to be picked-up by families.</li><li>• Adhere to social distancing guidelines in the hallways and outdoors while waiting for families.</li></ul> <p><b>Do Your Best</b></p> <ul style="list-style-type: none"><li>• Stay in your line until you see your adult and/or it's time to load your bus.</li><li>• Follow all expectations.</li></ul> <p><b>Care for Others</b></p> <ul style="list-style-type: none"><li>• Follow Social Distancing guidelines.</li></ul> <p><b>Love Your School</b></p> <ul style="list-style-type: none"><li>• Clean up after yourself.</li></ul>	<p>Staff:</p> <ul style="list-style-type: none"><li>• Masks are encouraged when not able to maintain social distancing.</li><li>• Supervise hallways, bus lines, and pick up lines to ensure students are following social distancing guidelines.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure adequate supervision is provided in pick-up locations and bus lines.</li><li>• Ensure proper signage is installed to promote social distancing and quality hygiene.</li><li>• Provide expectations, communications and reminders.</li><li>• Provide expectation violation warnings to students and families.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li></ul>