

# Atwood Elementary Return to School Roadmap



***Below you will find valuable information outlining the protocols L'Anse Creuse and Atwood Elementary has in place to keep our students and staff safe while conducting in-person learning following the Michigan Return to School Roadmap.***

## **OPEN HOUSE/MEET THE TEACHER**

Each teacher hosted a virtual open house where parents can meet the classroom teacher, hear about routines and procedures, and learn about curriculum. Each teacher has posted their video and important information on their teacher webpage. You can access their webpage from the following link: <https://www.lc-ps.org/schools/elementary/atwood/staff/>

## **STAFF MASKS AND HEALTH**

Staff members must pass a daily health screening and are required to wear masks at **ALL** times, except at meals.

## **STUDENT MASKS AND HEALTH**

Students are required to wear masks at all times except when eating meals. During recess, if the students are outdoors and maintain 6 feet from each other, they are permitted to take their mask off. Families are encouraged to check their child's temperature at home every morning. Students with temperature of 100.4 or greater should stay home and consider coronavirus testing if symptoms of COVID -19 are present. If you have questions about COVID-19, please call the Macomb County Health Department helpline at 586-463-3750 or review the department's "Toolkit" document on its web site at: <https://health.macombgov.org/Covid19>. Students who develop a fever or becomes ill with COVID-19 symptoms, should wear a mask and be transported by parent or guardian for off-site testing.

## **STUDENT HYGINE**

The staff will teach and reinforce handwashing with soap and water for at least 20 seconds and the safe use of hand sanitizer. Students will be taught to use hand sanitizer as they enter a new space in the building, with staff supervision. Staff will follow the same procedures.

## **PARENTS/VISITORS**

For the safety of all students and staff, parents and guests will not be permitted to enter the building unless an emergency situation should arise (student injury, etc.). This includes during our daily arrival and dismissal process. If you need to bring something up to the school that your child left at home, there will be a table set-up in our vestibule for you to leave it at. If a visitor has to enter the building, the individual would be screened for symptoms, wear a facial covering and wash/sanitize hands prior to entering.

## **BUS ARRIVAL**

Students will be required to wear a mask while waiting for and riding the bus. To promote social distancing and limit overcrowding while entering the building, students will be assigned specific doors by grade level to enter the building when they are released from the bus. The doors are all labeled with bright neon signs.

**ARRIVAL**

Staff will be present at each of the doors that students will enter. Staff will have face masks for any student who may not have one, and direct students to go directly to their classrooms. Students will enter their classrooms and sit down at their seat until the teacher calls on them to place their belongings in their assigned area in the coatroom. This will allow for social distancing in the class coatrooms. A more specific parent drop off procedure is also attached to this email.

**BREAKFAST**

Breakfast will be ordered the day prior and will be delivered to each classroom in the morning. Students will need to wash/sanitize hands prior to eating breakfast and after eating breakfast.

**HALLWAY TRAFFIC/TRANSITIONS IN COMMON AREAS**

Students will stay to the right-hand side of halls and all stairwells at all times. We will limit the amount of transitions that students have throughout our school day including only leaving their classroom when necessary. Arrows are placed on the ground guiding student foot traffic.

**STUDENT SEATING**

Students will be assigned a seat at a table or desk with as much space between students as possible. When possible, desks will be separated and facing the same direction.

**COATROOM AREA**

Students will enter the classroom and go right to their assigned seat. Students will be dismissed a few at a time by the teacher to place items in their assigned coatroom area allowing for social distancing.

**CLASSROOM MATERIALS**

Students will have their own supplies which will be kept in a designated container/area. Sharing of supplies will be limited to only items that must be shared (art, science, math equipment, etc.). If a material is shared, all students will wash their hands or use sanitizer before and after use. Materials will be sanitized between settings.

**SPECIAL CLASSES (ART, MUSIC, SPANISH)**

Art, Music and Spanish will be held in your child's classroom. Teachers will transition to your child's room to teach his/her class.

**PHYSICAL EDUCATION**

Physical Education classes will be held outside as much as possible, social distancing as much as possible. When two physical education classes are assigned the same time block, and if the weather is not permitting for students to go outside, one class will be held in the gym and the other will be in the cafeteria or classroom (if the cafeteria is not available).

**SPECIAL SERVICES – SPEECH, SOCIAL WORK, RESOURCE ROOM**

Students will visit their special service areas with students from their classroom cohort when possible. Special Service teachers will pick students up at their classrooms and walk them to their rooms/office.

**COMPUTER LAB**

Only one class will go to our lab at a time. Keyboards, mice and headphones will be wiped down with disinfectant after each use.

**DRINKING FOUNTAINS**

Drinking fountains will not be available. Students are encouraged to bring a water bottle from home.

**LUNCH**

Students will eat in the cafeteria first, and then go outside for recess. They will wash their hands in the classrooms before they come down to the cafeteria. Classes will come down in a staggered format to limit the number of students in the hallways at one time. We will be utilizing every other seat at our lunch tables, and students will be assigned

specific tables based on their classroom. Students will only be permitted to sit at the lunch tables with students in their class. Students will use hand sanitizer after they are done eating and on their way outside for recess.

### **RECESS**

Students will leave the cafeteria by class. Each class will have an assigned area of the playground and students must remain with their class in their assigned zone. Classes will rotate to a new area each day in order to play in all of the spaces. At the end of recess, students will line up at their designated area and be picked up by their teacher. Students will wash or sanitize their hands when they return to the classroom.

### **STUDENT MEDICATION/HEALTH ALERTS**

If your child has to take any medication during the school day or needs to have a specific medical health plan on file in the office, please contact the office at 586-493-5250 so you can come to the building to pick-up the necessary forms that will need to be on file.

### **DISMISSAL - BUSES**

Teachers will walk their students out to the busses out specific designated doors to promote social distancing and reduce overcrowding. Students will sanitize their hands before exiting the building prior to entering the buses in order to prevent congregating at the entrance of the bus.

### **DISMISSAL – PARENT PICKUP**

Parent pickup students will be dismissed from the classroom using an assigned dismissal number. Each family received a hanging tag for their car with their assigned dismissal number that will be displayed and entered into an app when you arrive in the parking lot. Students will come outside when their dismissal number is entered into the app and load in their car in a curbside pickup manner. Parents will remain in their vehicles and follow the traffic pattern. In order to accommodate the number of parent pickup students and the size of our parking lot, we will have staggered dismissal times by grade level. Specific details are attached.