



Clear Creek Elementary School School Opening Plan- Fall 2020

Area/Event	What Will It Look Like?
Entrance	During the school day, Door #1 (the front door by the flagpole) will be the primary entrance. Three entrances will be utilized at arrival and dismissal. Students will enter and leave the school either at Door #1 (main entrance), Door #2 (Bus Circle Parking Lot) or Door #10 (Extended Day Entrance). (See "Arrival" and "Dismissal" section for additional details). All entrances utilized will have sanitizing mats for students to wipe their shoes when they enter the building.
Main Office	Office personnel will follow the same safety protocols as the rest of the students and staff. They will practice appropriate social distancing and wear facial coverings. The number of students and staff passing through the office will be minimized so they are there only for essential purposes. While visitors will not be permitted to enter the building per MCCSC guidelines, school administrators and other office personnel may be reached by telephone or email. Arrangements can be made to have meetings by telephone with multiple staff members or even via the computer if video communication is necessary. Families will use the intercom system in the front entryway to communicate with the office. Students that are in the health office will be escorted to families in the entryway to be signed out. Any materials that are dropped off for students will be collected and delivered to the classroom by office staff. Office staff will wear gloves throughout the collection and delivery process.
Restrooms	Whole class restroom breaks will be scheduled so only one classroom will use the restroom at a time. To ensure proper social distancing, students will remain in the classroom until it is their turn to use the restroom. Classroom teachers will stand at the threshold of the classroom door to provide active supervision of the classroom and hallway/restroom. The teacher will send only the number of students that can appropriately social distance at one time to the restroom. Alternating urinals and sinks will be closed to accommodate for proper social distancing. When a student returns to the classroom, they will wash their hands in the classroom sink. Another student will be sent to the restroom. This process will continue until all students have had a turn. If a student needs to use the restroom outside a whole classroom break, only one student from each class will be able to go at a time. Social distancing floor markers will be placed in the restroom to mark waiting spots. To ensure proper handwashing, students will wash their hands when they return to the classroom.
Hallways	Hallways and stairways will be marked throughout the building so students and staff can clearly see where to stand in order to keep 6 feet of social distance between them. Hallway traffic will be directed in one direction and both sides of the hallway will be used to shorten the length of the line of students. A video will be created and shared with families prior to the first day of school to demonstrate to students how to properly social distance in the hallways.
Classrooms	Classroom spaces will be set up to maintain physical distancing and to promote the safest environment possible. Each student will have their own desk/workspace and their own set of materials. All desks will face the same direction. Students will wear facial coverings and maintain at least 6 ft. from other students and staff. Classroom/grade level configurations, classroom space assignments, and teachers assignments will be made to 1) maintain physical distancing and safety 2) ensure students have a reasonably sized peer group in their classroom, and 3) create the best possible learning environment. To ensure proper social distancing, class sizes will be less than 22 students in each room. For grades that have class sizes larger than 22 (4th-6th grade), auxiliary spaces (i.e. Spanish Lab, LGI room, Inclusion/Title I) will be utilized to provide smaller class sizes. Teachers will move between the two classroom spaces to provide instruction to all students. Support staff will provide differentiated instruction to provide enrichment or intervention for students while the classroom teacher is supporting students in the other classroom space. Outdoor spaces (arboretum, outdoor classroom, etc.) will be used as much as possible.
Cafeteria	Our cafeteria will be used by School Age Care before and after school hours. During the first hour of the day, art class will be conducted in the cafeteria to accommodate the large class sizes in 5th and 6th grade. A hybrid model will be used for lunch. Students will rotate eating lunch in the cafeteria and their classrooms. (See "Lunch" for additional details.)
Gym	When the weather does not permit the PE teacher to have class outside, the class may be held in the gym. There is plenty of room for students to remain physically distanced and to spread farther than 6 feet apart when engaged in physical activity in our large gymnasium. When the gym is not in use for PE class, it will be available for use by classes, at scheduled times, with proper cleaning between groups.
Water Fountains	Water fountains will be turned off. Each student should have a water bottle available each school day. Students may bring water bottles from home. Clear Creek has hands free refillable water stations on select water fountains. Students can also fill their water bottles in the classroom using the sink. If a student needs a water bottle, one will be provided.



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Library	<p>Since it is one of our larger spaces, our library will likely be utilized as a classroom, in order provide enough room for physical distancing of larger classes. Additionally, in order to minimize students from different grade levels interacting in the same space over the course of the day, students will not go to the library. The librarian/media specialist will go to individual classes so students can still have library time each week. Students will be able to choose and check out books via our online system. Books will be delivered to them in their classrooms. After return, books will remain out of circulation for at least 24 hours.</p>
Arrival	<p>Arrival will be staggered to structure the number of students entering the building at one time.</p> <p>Tentative Car Rider Procedures: Car Rider Drop Off will be from 8:30-8:45. All car riding families will remain in their vehicles. No families will park and walk to the front entrance. In anticipation of an increase of car riders, three car drop off lines will be available: lower parking lot, upper parking lot, and bus circle. All car riders will be assigned a drop off location based on families' last name. Students will exit the vehicle from the passenger side of the car when the car door is opened by a staff member.</p> <p>Tentative Bus Rider Procedures: Bus routes will begin to drop off at 8:45. Buses will have a staggered drop off. Half the buses will unload at Door 1 in the upper parking lot. Half the buses will unload at Door 3 in the bus circle. At both locations, attendance will be taken by the bus driver as students/families exit the bus when a social distancing spot is available.</p> <p>All students will social distance in the hallway and wash their hands when they arrive at their classrooms. Please note: these times are subject to change and final times and drop off door assignments will be announced closer to the start of school. Bus riders will arrive at times that are yet to be determined by the MCCSC Transportation Department. Families will be contacted by the transportation department once morning pick-up times are determined for their children.</p>
Dismissal	<p>Tentative Car Rider Procedures: Car riders will be picked up at the same location they were dropped off at. Teachers will release car riders starting at 3:30 p.m. to designated 6 ft distanced spots in the hallways surrounding Door #1 and Door #2. These areas will be monitored by staff. Families will remain in their vehicles, drive to the pick up location, and outside staff will radio for student, so they can come out for dismissal.</p> <p>Tentative Bus Rider Procedures: Bus dismissal times will also be staggered. Students will remain in their classrooms while waiting until their bus number is called. Staff members will supervise students in order to make sure they remain socially distanced as they walk to the bus. Due to carrying fewer students than they can typically carry, the buses will run multiple routes. Exact times for bus routes are still being determined. Families will be contacted by the transportation department once afternoon drop-off times are determined for their children.</p>
Breakfast	<p>Breakfast will be delivered to classrooms each morning. All classrooms with nut/tree nut allergies will be designated as nut free classrooms as has been the practice at Clear Creek Elementary school prior to COVID 19.</p>
Lunch	<p>A hybrid model will be used for lunch. Students will rotate eating in their classroom and the cafeteria to ensure proper social distancing and allow adequate time for sanitizing the tables and seats. On Blue Days, K, 2, 5, and 6 will eat in the cafeteria. On Orange Days, K, 1, 3, and 4 will eat lunch in the cafeteria. Lunches will be "grab and go" and will be delivered to individual students at their seats. No waiting in lunch lines. Students with allergies will have special procedures to ensure that they can safely eat their lunch.</p>
Snack	<p>Snack guidelines and expectations will be determined by each classroom teacher. For those classrooms that have snacks, a designated time will be provided. Students should follow their teacher's guidelines to determine which healthy snacks are allowed. Snacks must be provided by the parent and will need to follow the allergen guidelines for the specific class. Whole class snacks must be prepackaged purchased single packet.</p>
Recess	<p>Students will have recess with their grade level peers, but will remain with students from their classrooms during recess. All students will wash their hands before recess. Each classroom will have a designated area to play in each day. They will then rotate to different sections of the playground on different days of the week. At this time, equipment such as balls, hula hoops and other items will not be permitted. One classroom group at a time will be permitted to use the permanent playground equipment such as the slides and play structures. After each recess, students will wash their hands. Staff members will clean the equipment after each recess before any new groups of students touch the equipment. If recess is held indoors due to weather, a variety of activities will be available to students within their classrooms, but sharing of objects will be prohibited.</p>



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Specials	Library and Spanish classes will be conducted in the classroom. Art and Music will be conducted in their designated classrooms. When class size is larger than 22 students, Art will be held in the cafeteria and Music will be held in the Library. These classes -- as well as P.E. -- may also be held outside whenever possible. When P.E. class needs to take place in the gym, it will be with appropriate physical distancing for engaging in physical activities. Students will bring personal art supply boxes from their classrooms to use in Art. Classroom spaces will be properly cleaned and sanitized between each group.
Intervention	4th-6th grade students will receive enrichment and intervention via our Quadrant Intervention Plan. When the students are not with their classroom teacher for instruction, they will participate in independent work, intervention, and enrichment based on their need. Groups will be determined by student strengths and needs to provide differentiated instruction. K-3rd grade students will continue to have Comet Times for both ELA and Math. It will be developed similar to last year's schedule. This will be provided by our Title and Special Education teachers, Remediation Aides, Preventionists, and Instructional Coach. As much as possible, the staff will work with the same students and will push into the classroom.
Library Book Distribution	Students will check out virtually using iPads. Media specialist will then distribute books selected by students once they have been untouched by other students for at least 24 hours. Students will choose and check-out books virtually. Students will be able to check out materials and return them without others touching them. After 24 hours, the librarian will put the books back into circulation. (See "Library" section for information regarding the librarian/media specialist going into classrooms for library time).
Beginning Band	This program will be offered virtually first semester.
Strings/Orchestra	This program will be held virtually first semester.
Clubs & Extracurricular Events	Clubs are offered based on staff and community availability and will be conducted virtually.
Visitors	Following corporation procedures, no visitors will be allowed in buildings. They may wait in the front vestibule and communicate via the phone available there. Meetings with administration and teachers can be arranged to take place virtually.
Guest Teachers	Guest teachers will follow the same protocol as full-time teachers in order to promote the safety of students, themselves and other adults.
Lunch Coverage in Classrooms	Staff members will be assigned to supervise students while they eat lunch in their designated classroom spaces.
Handwashing Schedule	Students and staff will wash hands in the classroom at arrival, after coughing and sneezing, after restroom use, and when returning to the classroom for any reason (restroom, lunch, specials, recess, etc.) A video will be shared with families to teach proper handwashing procedures prior to August 5th. Handwashing posters will be displayed at every sink. Teach hand washing procedures via video at home and in classroom.



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Other Information	<p>Please know that these plans were made in accordance with MCCSC policy and guidelines and with the physical, academic, and social emotional needs of our students in mind. It is a challenging set of circumstances, but we are committed to making the best of it. We look forward to serving your family and are happy to answer any specific questions you have. Please know that your questions are very helpful in the planning process as they help us understand your particular needs and concerns.</p> <p>We appreciate your partnership as we think in ways we never have in order to solve problems we've never faced. We do this with the needs of our students at the forefront of our mind.</p> <p>We know how important it is for our parents and students to be comfortable sending their kids to school the first day especially in kindergarten. We will have virtually Meet the Teacher session prior to August 5th. We will also hold our Back to School Open House virtually. In addition, we are planning some special events for our kindergarten families in July and also the first three days of school. More information will be shared with families about these events at a later date.</p> <p>It is very important that families register for in-person or online school as soon as possible, as this will help the school plan for appropriate numbers for the start of the school year. Please log on to https://www.mccsc.edu/enrollment.</p>
Self Screening	<p>Every family must complete a daily self screening of each child.</p> <ul style="list-style-type: none">● Fever (100.4 degrees Fahrenheit)● Chills● Cough● Shortness of breath or difficulty breathing● Fatigue● Muscle or body aches● Headache● New loss of taste or smell● Sore throat● Congestion or runny nose● Nausea or vomiting● Diarrhea <p>Parents should inform the school principal if a student is experiencing symptoms related to COVID-19 and the student should not report to school. Then contact your medical provider to rule out COVID-19.</p>
Facial Coverings	<p>Facial Coverings are required for students and staff throughout the school day. Facial Coverings may only be removed under the following conditions:</p> <ol style="list-style-type: none">1. During breakfast/lunch, if students are social distanced of six (6) feet or more2. During outdoor recess, if socially distanced of six (6) feet or more3. During a maximum of 3-5 minute break, if socially distanced of six (6) or more feet, with all desks facing the same direction.