



# Fairview Elementary School School Opening Plan- Fall 2020

Area/Event	What Will It Look Like?
Entrance	Door numbers used during student arrival and dismissal are noted in those specific sections on the next page. Students who arrive late and parents who need to bring something important to the school need to use the main entrance of the school (door #1) on 7th Street. Per MCCSC protocol, visitors will not be permitted. (Please see “Visitors” section on page 4 for procedures to follow). 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 protocol 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 policy, 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.
Restrooms	Each classroom will have a schedule of restroom breaks throughout the day. On each floor of the building, teachers will coordinate with each other to create a schedule that avoids multiple grade levels waiting to go the restroom at the same time. Restroom floors will be clearly marked with spots that are 6 feet apart so students know where to stand to wait to use the restroom. Restrooms will be continually cleaned throughout the day. Students will be reminded frequently of the importance of practicing proper hygiene, which includes washing their hands with soap and water for 20 seconds. Signs will be posted in all areas with sinks (including faculty restrooms) to remind everyone of the importance of washing their hands.
Classrooms	As families enroll their students for school, we are monitoring the impact on class sizes. If any classes have too many students to fit safely into their homeroom classrooms, they will either be split into smaller groups taught by another licensed teacher or the class will be moved to a larger space. Students will not be permitted to share supplies and equipment. Sinks are available in classrooms so students can easily wash their hands as needed throughout the day. Books and similar materials will only be used by different students after they have sat for at least 24 hours without being touched. Excess furniture that has been shared in the past by students will be removed from classrooms prior to the start of school. Outdoor spaces will also be used for learning when possible.
Cafeteria	In order to avoid having multiple grade levels of students share the same space by eating in the cafeteria, students will eat in their classrooms. It is possible that a portion of the cafeteria could be used to create a larger space for a classroom that does not have enough socially distanced space in their traditional classroom. This will only be done if needed as a last resort. Other students will not be passing through the space if it is designated as a classroom area.
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 socially distanced and for them to be spread farther than 6 feet apart when they are engaged in physical activity. As a last resort, it is possible that a section of the gym could have to be utilized as a classroom if class sizes dictate that the traditional classroom setting is not a safe, socially distanced option. Based on last year's enrollment numbers, we do not believe we will have to do this at this time.
Water Fountains	Water fountains have been turned off. Students may bring water bottles from home. Water bottles may be filled by using the sinks in the classrooms or by using the touchless water bottle fillers in the hallway. Teachers will make these arrangements with their students. Students will not be permitted to share water bottles.



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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.
Lockers	In the past, cubbies were designed to be shared by two students. That will not be permitted this school year. Given that cubbies are so close to each other, it is difficult to utilize them effectively, efficiently and safely while trying to avoid having them touched (even accidentally) by other students. Based on class size and where desks need to be placed to maintain social distance, whether or not students will have access to cubbies will be determined on a classroom by classroom basis. In rooms where students may not use cubbies, alternative arrangements will be made for students to store their coats, backpacks and other belongings during the school day.
Library	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 check out materials and return them without others touching them. After 24 hours, the librarian will put the books back into circulation. Students will choose and check-out books virtually.
Arrival	Arrival time will begin earlier in order to allow time for students to follow new protocols. Sidewalks outside of the school and areas inside the school will be marked for students to stand 6 feet apart. All students will wash their hands as soon as they enter the school each morning. For walkers, bike riders and car riders, the tentative time for arrival will be from 8:35 to 8:45 for students with last names that begin with the letters A through M*. Arrival for students with last names beginning with the letters N-Z* will tentatively be from 8:45 to 8:55. (*Families with children with last names that are in both groups may bring their children during either time slot). These times are subject to change and final times will be announced closer to the start of school. School begins at 9, so it will be important for students to arrive by 8:55 in order to have time to wash their hands and get their breakfast before going to class. Bus riders will arrive at times that are yet to be determined by the school district. Buses will run multiple routes with a smaller number of students on the buses. Their arrival times will be staggered in order to allow more room for students to socially distance as they enter the building. Families will be contacted by the transportation department once morning pick-up times are determined for their children. Staff members will be assigned areas to supervise students in order to make sure they remain socially distanced.
Dismissal	Dismissal times will be staggered. Staff members will be assigned areas to supervise students in order to make sure they remain socially distanced. Exact times are yet to be determined, but walkers and bike riders will likely be dismissed with the first group of car riders. Car riders with last names beginning with letters A through M* will be dismissed first. The tentative time for this first group to be dismissed is 3:20 p.m. Car riders will be spread out at least 6 feet from each other while waiting in the hallway. Car riders with last names starting with N through Z* will be dismissed at 3:30 p.m. (*Families with children with last names that are in both groups will have the opportunity to inform the school which time they want to pick up all of their children.) 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.



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<b>Breakfast</b>	Car riders, walkers and bike riders will enter door 7 (8th Street side of the school). They will walk directly to the sinks (with appropriate social distance between them) on the first floor to wash their hands for 20 seconds. They will then get their bag of breakfast from the first floor hallway before walking to class. Kindergarten and preschool students will already have their breakfast waiting in their classrooms and will wash their hands in those rooms upon arrival. Bus riders will enter door 12 (cafeteria door on the 7th Street side of the school). They will walk directly to the sinks (with appropriate social distance between them) on the ground floor to wash their hands for 20 seconds. They will then get their bag of breakfast from the ground floor hallway before walking to class.
<b>Lunch</b>	Students will eat lunch in their classrooms while properly socially distanced.
<b>Snack</b>	Healthy afternoon snacks will continue to be provided for each classroom.
<b>Recess</b>	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 right 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 swings. Students will need to remain socially distanced, so only 3 of the 6 swings may be used. 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.
<b>Specials</b>	Special area classes such as music and art will take place in the homeroom classrooms in order to avoid having students from different classes in and out of art and music rooms. 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 social distancing for engaging in physical activities. School supplies and equipment in special area classes will not be shared between students. Students learning violin will be provided with in-school instruments. For information regarding show choir, see "choir" section on page 4. Arts education is always important, but is certainly essential for students during the COVID-19 pandemic. Any other special area classes that may take place and are not mentioned in this document will follow protocols such as maintaining social distance and not sharing materials.
<b>Intervention</b>	Interventions such as Title One and similar services will be provided without blending students from multiple classrooms. Title One teachers will work in homeroom classrooms as opposed to pulling groups of students out of those rooms. Special Education services will be provided in a manner that meets the needs of each child's IEP. Students from multiple homeroom classrooms will not be blended together if at all possible. In very rare circumstances based on the needs of the children, they may be in a room with students from different classes with extra safety precautions being taken. In these situations, communication will take place between the child's teacher of record (and/or teacher of service) and the child's parents/guardians to make sure parents are comfortable with the arrangements that are being made to meet the child's needs.



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Library Book Distribution	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 on page 2 for information regarding the librarian/media specialist going into classrooms for library time).
Strings/Orchestra/Beginning Band	This program will be held virtually first semester.
Choir	Students in show choir class will follow recommended health and safety guidelines which may include singing outside whenever possible, singing with face coverings on, maintaining appropriate social distance and facing the same direction. Due to the pandemic, show choir will not blend students from different homeroom classes together. (In the past, students in grades 4 to 6 were mixed together for show choir).
Clubs & Extracurricular Events	School groups or clubs will only be permitted to take place virtually until further notice. This includes groups such as Student Council and Robotics Club.
Visitors	Per MCCSC procedures, no visitors will be allowed in school buildings. Visitors may wait in the front entryway and communicate via the doorbell/intercom system available there. Meetings with administration and teachers can be set up to take place over the telephone or on the computer if video interaction is necessary.
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	The exact schedule is still being worked out, but teachers and/or staff members will be assigned to supervise students while they eat lunch in their designated classroom spaces.
Handwashing Schedule	Students are currently scheduled to wash their hands when they arrive at school. They will also wash their hands after breakfast, as well as before and after lunch. Hand-washing will also be required before and after recess. Additional hand-washing breaks may be scheduled as needed by individual teachers. Classrooms have sinks in them, so it is very convenient for students and staff members to wash their hands as needed throughout each day.
Other Information	<p>Fairview will not hold an in-person Meet and Greet this year, nor an Open House. Instead, we will do this virtually. Mrs. Colglazier will send out additional information about this in early August.</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 <a href="https://www.mccsc.edu/enrollment">https://www.mccsc.edu/enrollment</a>.</p>



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Self Screening	<p><b>Every family must complete a daily self screening of each child.</b></p> <ul style="list-style-type: none"><li>● Fever (100.4 degrees Fahrenheit)</li><li>● Chills</li><li>● Cough</li><li>● Shortness of breath or difficulty breathing</li><li>● Fatigue</li><li>● Muscle or body aches</li><li>● Headache</li><li>● New loss of taste or smell</li><li>● Sore throat</li><li>● Congestion or runny nose</li><li>● Nausea or vomiting</li><li>● Diarrhea</li></ul> <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><b>Facial Coverings are required for students and staff throughout the school day. Facial Coverings may only be removed under the following conditions:</b></p> <ol style="list-style-type: none"><li>1. During breakfast/lunch, if students are social distanced of six (6) feet or more</li><li>2. During outdoor recess, if socially distanced of six (6) feet or more</li><li>3. During a maximum of 3-5 minute break, if socially distanced of six (6) or more feet, with all desks facing the same direction.</li></ol>