



# Lakeview Elementary School School Opening Plan- Fall 2020

Area/Event	What Will It Look Like?
Entrance	<p>DOOR # 1 (main entrance of the building)</p> <ul style="list-style-type: none"><li>• Students who walk to school (AM and PM)</li><li>• Students who are transported by car (AM)</li><li>• Pre-K students transported by car (AM and PM-times TBD)</li><li>• Students arriving late or leaving early</li><li>• Teachers, staff, parents and visitors</li></ul> <p>DOOR # 13 (North side of gym)</p> <ul style="list-style-type: none"><li>• Students who ride the bus to school (AM) - Door 10 will be used for PM bus dismissal</li><li>• Students/Parents enrolled in the MCCSC School Age Care Program (AM and PM)</li><li>• Students transported by car (PM)</li><li>• Teachers and staff</li></ul> <p>All entrances utilized will have sanitizing mats for students to wipe their shoes when they enter the building.</p>
Main Office	<p>Visitors - Will use the MAIN entrance at DOOR #1. Per MCCSC protocol, visitors will only be allowed in the foyer of the building to help decrease the spread of COVID-19. Visitors will be able to communicate with the front office via video phone system.</p> <p>Office personnel will follow the same protocol as the rest of the building level students and staff. They will practice appropriate social distancing. We will minimize the number of students and staff passing through the office so that 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, Zoom, FaceTime or Google Meet, with one or multiple staff members.</p>
Restrooms	<p>Restroom breaks for each class have been scheduled throughout the day. In order to maintain proper social distancing, every other sink will be used for hand washing. A timer will be visible to help students achieve proper hand washing. Each classroom also has an individual sink. Teachers will have a regular hand washing routine and schedule for students. Students will be assigned a scheduled time and place for handwashing upon arrival. It will be the first thing they do after they arrive to school each day.</p> <p>When a class, group, or team of students visits the restroom, social distancing markers will help students stay 6 ft. apart. They will stand on identified spots while waiting.</p> <p>Restrooms will be continually cleaned throughout the day by our custodial staff.</p>
Hallways	<p>At Lakeview we have used our CORE procedures to keep our hallways safe and orderly. We walk on the right side of the hall in a single file line. We will add new procedures this year and add new CORE posters throughout the halls and school building that will help our students and staff with these new procedures. Hallways 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. We will also have signs about handwashing and wearing facial coverings. We will not have multiple classes of students walking in the hallway at the same time. We will stagger our arrival and dismissal times and classes will not be passing one another in the hallways. Additionally, there will not be small groups of students working in the hallways.</p>
Cafeteria	<p>Our cafeteria will not be used for lunch or breakfast at this time. It may be used for a larger group (whole class or grade level) to spread out as it will safely hold 68 students, 6 ft. apart</p>
Gym	<p>Our gym classes will be held outside or in the gym. The gym will safely hold 131 students, 6 ft. apart</p>
Water Fountains	<p>Water fountains will be turned off. Students may bring water bottles from home.</p>



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Library	<p>The library will be used as an additional classroom space for students at this time. Mrs. Betar will provide library/media instruction to students in the classroom. Students will be allowed to check out books. Mrs. Betar will explain how the check-out process will work during library class time during the first few weeks of school. When books are returned, they will have to sit for at least 24 hours in order to be safe for others to check out</p>
Classrooms	<p>In order to accommodate social distancing in the classrooms we will remove some of our larger pieces of furniture and spread out tables and desks. Grade levels will team up with other staff members in the building and students will be spread out into smaller groups, or teams. Outdoor spaces may also be used for instruction. Teachers will rotate or move to the students if needed, rather than students moving from room to room. Most groups (or teams, as we are calling them) will average 17 students which will safely allow 6 feet between students within the classroom space. Each grade level will include the grade level certified teachers plus an additional instructional staff member. Each team will work together to provide the grade level curriculum and instruction, appropriate time for independent work and assessments, social-emotional learning, project-based learning, and Canvas training. Special area classes will be taught mostly in the regular classrooms or in an outside space at this time. Teachers will explain in more detail how the teams and schedule will work for each grade level during the first week of school. School supplies will not be shared between students.</p>
Arrival	<p>In order to help maintain social distancing during arrival, we will begin at 8:30 AM and end at 9:15 AM. Students who are transported by car or who walk to school will use DOOR #1. (the main entrance of the building)</p> <ul style="list-style-type: none"><li>• Students will not be permitted to be dropped off earlier than 8:30 AM and may not gather or wait in front of the building or in the foyer.</li><li>• Lakeview staff members will direct students during AM drop-off and social distancing markers will be used to guide students.</li></ul> <p>Bus Drop-Off (times TBD) - Students will be dropped off as assigned by the transportation department. Bus riders will be dropped of in the bus loop at the south end of the parking lot. Teacher and staff members on bus duty will assist students as they exit the bus safely and keeping within the social distancing guidelines. New for this year, students will enter at DOOR #13 after exiting the bus. All entrances utilized will have sanitizing mats for students to wipe their shoes when they enter the building.</p>
Dismissal	<p>In order to help maintain social distancing during dismissal, we will begin at approximately 3:15 PM. (subject to change, depending on bus schedule)</p> <ul style="list-style-type: none"><li>• Students who walk home from school will be released first (3:15)</li><li>• As you arrive to pick up your student(s), please display your 2020-2021 student name tag in your car and use BOTH the right and left lanes of the loop around the north parking. Please follow the signs, cones, and staff who are directing traffic.</li><li>• Students will wait for dismissal in their classrooms, rather than in the gym as in previous years. This, in addition to more cars picking up students may increase the dismissal/car-rider pick-up wait times. Please be patient as we work through this new process.</li><li>• Bus pick-up times are TBD and will be communicated by the transportation department</li></ul>
Breakfast	<p>Breakfast will be grab and go. As students arrive to school they will pick up breakfast from the cafeteria and take it to their classroom. They will wash their hands before they eat.</p>
Lunch	<p>Lunch will be delivered and eaten in classrooms. Students will indicate to their teacher if they need a lunch at the beginning of each day and what lunch items they prefer, teachers will notify the cafe, and the appropriate student lunches will be dropped off at each room. Lunch times are assigned to each class. Student lunches will be marked with student names each day to ensure students get the correct lunch. If a classroom has a student with life threatening allergies that class will have training, learn routines, and accommodations to support their safety.</p>



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Snack	Snacks will be eaten in individual classrooms per teacher guidelines. Families will need to provide snacks for their students while taking into account the needs of the individual classroom (ex. nut free classroom). When purchasing snacks for the entire class, if allowable by the classroom teacher, snacks must be store-bought and in single pre-packaging by the company. For the safety of students and staff, treats or food items may not be sent in for classroom birthday parties this year.
Recess	Recess times are assigned to each grade level. One grade level will be on the playground at a time with each classroom being assigned to a specific section of the playground (ex. Mulch, shelter house, field, blacktop, track area, etc.) Classes will rotate sections. Students will not mix with students from other classrooms to assist if/when we need to contact trace. Equipment (ex. basketball, soccer ball, jump ropes) will not be utilized this year to assist in cutting down on contact. Permanent playground equipment will be cleaned frequently by our custodial staff. Teachers will work with their class to develop appropriate games that support social distance play. Two hand washing stations will be available on the playground and students will wash their hands following recess.
Specials	Special area classes will be held mostly in the regular classroom. Gym will be held outside when possible. Teachers will rotate and move to the students rather than students moving to the special area classes/teachers.
Intervention	Teachers will use previous year's data and assessments and in time will administer new assessments for the 2020-2021 school year. Students who need intervention will be supported by the classroom teacher and given additional instruction by the classroom teacher and preventionist. Students with an intervention plan will be progress monitored on a weekly basis.
Library Book Distribution	We will utilize the online catalog for students to request books. Library books will be delivered to the students' classrooms. Books will be collected each week and left for 24 hours before being checked in and reshelved.
Beginning Band	This program will be offered virtually first semester.
Strings/Orchestra	This program will be held virtually first semester.
Choir	Meetings and events may be held virtually.
Clubs & Extracurricular Events	All clubs for the 2020-2021 school year will be held virtually. Extracurricular events will not be scheduled at this time.
Visitors	Visitors - Will use the MAIN entrance at DOOR #1. Per MCCSC protocol, visitors will only be allowed in the foyer of the building to help decrease the spread of COVID-19. Visitors will be able to communicate with the front office via video phone system.
Guest Teachers	Guest Teachers- will use the MAIN entrance at DOOR #1 and check in with the administrative assistants in the main office. Our School Opening Plan as well as the regular lesson plans left by the classroom teacher and additional building specific substitute information will be available upon arrival



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Lunch Coverage in Classrooms	Teachers and staff will supervise students during their lunch in the classrooms.
Handwashing Schedule	<p>Restroom breaks for each class have been scheduled throughout the day. In order to maintain proper social distancing, every other sink will be used for hand washing. Each classroom also has an individual sink. Teachers will have a regular hand washing routine and schedule for students. Students will be assigned a scheduled time and place for handwashing upon arrival. It will be the first thing they do after they arrive to school each day.</p> <p>When a class, group, or team of students visits the restroom, social distancing markers will help students stay 6 ft. apart. They will stand on identified spots while waiting.</p> <p>Restrooms will be continually cleaned throughout the day by our custodial staff.</p>
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>