



Binford Elementary School

School Opening Plan- Fall 2020

Area/Event	What Will It Look Like?
Entrance	<p>Students will arrive at staggered times beginning at 8:30 for walkers and car riders with the last name starting initial A-M and come through Door 1. Students will come in through the marked stanchions and come into the building at a socially distanced 6ft. following the floor markings. Buses will drop off students at Door 2 one bus at a time. Students will walk down the hall on the right or left side following the social distance markers for that direction to the nearest restroom assigned to their class to wash hands and return to class. Car riders and walkers with the last names with the initial N-Z will come to school between 9 and 9:15 am and enter Door 1 and following through the same stanchions and path marked by the social distance markings. All students will enter the school and go to their assigned restrooms to wash hands before entering the classroom. All entrances will have sanitizing mats for students to wipe their shoes when they enter the building.</p>
Main Office	<p>Visitors, staff, and student traffic will be kept to a minimum as much as possible during the school year. If and when there is a student that needs to meet with Mr. Wilkins or Ms. Ladyman, the classroom teacher will call the office and one of them will go to the classroom to visit the student, if needed. Families will need to use the intercom system in the front entryway to communicate with the front office. If a student is sick and a parent is picking them up from the nurse's station, they will be escorted to the families in the entryway where they can sign their child out. Any materials that are dropped off for students will be collected by the office staff wearing gloves and delivered to the classroom using gloves. Families needing to meet with Mr. Wilkins or Ms. Ladyman can email or do so by appointment and or a virtual meeting/phone call/email.</p>
Restrooms	<p>Students will go to the restrooms closest to their classroom/or assigned restroom, unless they are in a different section of the building. All students will need to wash their hands after entering the building, before leaving for recess and PE, and before leaving for outside lessons. They will maintain appropriate social distancing in the restrooms. Times have been designated to each class throughout the day to help with the restroom and handwashing flow for classrooms. Binford does not have sinks in most of the rooms so some classes may have a portable sink placed in the classroom for handwashing. There will be social distance markers on the floor for students to monitor their proximity in the restrooms, as well as signs to help remind students about proper handwashing.</p>
Hallways	<p>Social Distance markers in the shape of our Badger will line the hallway and student paths. All students must walk on the markers and maintain appropriate social distancing at all times. The markers will move through the entire school building this will allow for the one way flow of traffic until you get to your specific location.</p>
Classrooms	<p>Classrooms will have a maximum number of students based on the classroom square footage so that all students are socially distanced at 6ft. The average regular classroom will have 21 students. Grade levels with larger numbers of students after enrollment numbers are collected, will have an additional classroom space if deemed necessary. This will be used to help socially distance students. This room will have several students from each homeroom at appropriate social distances and will be supervised by the classroom teacher, administration, our instructional coach, Special Education/ENL staff, and preventionists. Students in the additional classroom will be working on the same content that day as their peers in the classroom. Students would be in the additional grade level classroom just one day a week.</p>
Gym	<p>The gym will be used for PE for inclement weather. The gym will have appropriate social distance markings on the floor. PE class will take place outdoors as much as possible.</p>



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Cafeteria	Students will have food delivered from the cafeteria to their classroom in the forms of a "Grab and Go" breakfast and or lunches. Students will eat lunch and breakfast in their classrooms. If a classroom has a student with a life threatening allergy that class will eat in the cafe at appropriate social distances in order not to contaminate the classroom. There will also be a peanut free table in the cafe.
Water Fountains	Water fountains will be turned off. Students may bring water bottles from home that can be filled at various times of the day. Staff will allow for students to go to the water filling stations to fill their bottles, as well as use the opportunity at restroom breaks to do the same. If a student does not have a water bottle, cups will be provided for them.
Lockers	Binford has lockers and they will not be used by students due to the inability to social distance and time to clean all the lockers each day. Students will place their personal belongings (backpacks and coats) on the back of their chair when they enter the room. Students will use tubs/or totes/or backpacks to house their supplies. Your child's teacher will communicate this with you. We would like all students to have a backpack and the school will provide a tub or tote for their class for storage of their materials if their grade level is using an extra classroom space throughout the week.
Library	Library books will be brought to the classes in a similar fashion as a book mobile would. The students will order books through our online checkout system and then the book will be delivered to them. Cleaning protocols upon return will be discussed with the students in their classrooms. Books will sit for 24 hours before they are returned to the shelf.
Arrival	Students will arrive at staggered times beginning at 8:30 for walkers and car riders with the last name starting initial A-M and come through Door 1. Students will come in through the marked stanchions and come into the building at a socially distanced 6ft. following the floor markings. Buses will drop off students at Door 2 one bus at a time. Students will walk down the hall on the right or left side following the social distance markers for that direction to the nearest restroom assigned to their class to wash hands and return to class. Car riders and walkers with the last names with the initial N-Z will come to school between 9:00 am and 9:15 am and enter Door 1 and following through the same stanchions and path marked by the social distance markings. All students will enter the school and go to their assigned restrooms to wash hands before entering the classroom. Door 10 will be used for preschool and early morning School Age Care drop off only and parents will stay on the social distance markers outside until they approach the door and buzzer and the teacher will let them in the building and escort the student to class.
Dismissal	Dismissal will begin at 3:15 and will again be coordinated with Rogers Elementary. Car riders will be dismissed to the auditorium by grade level and wait in the auditorium at socially distanced spaces. Families who have only Binford students will use the staff lot and student will come out of Door 4 as their ride arrives. This is to help eliminate traffic issues on 2nd Street. All other car riders that have students in both Rogers and Binford will dismiss from Door 1 as we have in previous years. During bus dismissal one bus at a time will be dismissed from the classrooms to walk to the bus on the social distance markers. Walkers will be dismissed last by grade level and leave door 1. Preschool parents and School Age Care families can pick their student up at Door 10 after ringing the buzzer and a staff member will bring their student to you waiting at the door on the social distance markers.
Breakfast	Breakfast will be a "Grab and Go" where students will eat in their classrooms. These will be delivered to their classroom in the morning. Students will wash their hands upon arrival at school. If a classroom has a student with a life threatening allergy that classroom will eat breakfast in the cafe.



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Lunch	Students buying "Grab and Go" lunch will have their lunch delivered to their room. Before eating lunch, students will wash hands by individual classes and return to the class for lunch. If a classroom has a student with life threatening allergies that class will eat outside or in the cafe at an appropriate social distance from each other so that the class can not be contaminated.
Snack	Snacks will be permitted and determined by the classroom teacher on a case by case basis taking into account students with food allergies. Please do not bring any snacks into the classroom until the teacher has discussed with the class if snacks are permitted and or which ones will be allowed or provided.
Recess	Students will be at recess with their grade levels. Classes will enter and leave the playground at staggered times. Classes will go out for recess after hand washing and ensuring appropriate social distancing. The playground will be sectioned off into zones and these zones will be rotated through the week. All students must maintain social distance during recess and stay in their zones. Sports equipment will not be used on the playground. Playground equipment will be used as long as students have washed hands at the portable sinks and students maintain social distancing.
Specials	Special Area teachers will come to the classrooms to teach the students. PE will take place outside or in the gym if we have inclement weather. Students will use their own supplies for Art class and they will not share supplies with their classmates. Music class will take place in the students' classroom and Library will operate like a book mobile. Students will request books and Mrs. Hamilton will bring the books on a cart to the students.
Intervention	Interventions will take place in the classroom settings through the support of Special Education staff, our Preventionists, Literacy Coach, ENL teacher, ENL and Special education aides and the classroom teacher.
Library Book Distribution	Library books will be brought to the classes in a similar fashion as a book mobile. The students will order books through our online checkout system and then the book will be delivered to them. Cleaning protocols upon return will be discussed with the students in their classrooms.
Band/Beginning Band	This program will be held virtually first semester as determined by the corporation.
Strings/Orchestra	This program will be held virtually first semester as determined by the corporation.
Choir	This program will be held virtually first semester as determined by the corporation.
Clubs & Extracurricular Events	Binford clubs will only be held if it is determined that the club can be done 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 to them. Meetings with administration and teachers can be arranged virtually/by phone/or email.
Guest Teachers	Guest teachers will check in to the office and will be escorted to their assigned rooms. Guest teachers will be trained and updated on current policies and safety protocols for the school.
Lunch Coverage in Classrooms	Cafeteria staff/administration/preventionists will cover lunches for teachers.



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Handwashing Schedule	Classroom teachers and administration will create procedures that will include regular hand sanitizer use as well as regular restroom/hand washing times for students. Administration will work with teachers to schedule this to ensure social distancing in the hallways and inside the restrooms. Binford is working on obtaining temporary hand washing stations that will be present on the playground for students to wash their hands as needed during recess (TBD). All students will wash their hands when entering the building throughout the day, before and after PE, before lunch, before leaving for outside lessons, and before and after recess.
Other Information	Binford will hold a virtual version of Meet the Teacher Night and Open Houses. (More information on this will come out later to families.) Binford is creating outdoor spaces with shade for students to eat lunch outside and have lessons outside.
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.