

Eastlake Elementary

Return to Learn Site Plan

Eastlake Families, please read over these procedures carefully and work with your children to convey the school day expectations at Eastlake in addition to the Moore Public Schools Return to Learn Plan. This document will outline site specific operating procedures for Eastlake. Our plan will remain fluid and flexible as things constantly change within this pandemic to protect our students, teachers, staff and community. We ask for your continued patience and understanding as we implement our new operating procedures.

School Day Procedures

Handwashing

All students will be taught the importance and technique of handwashing the first day of school and reviewed frequently by our school nurses. Please make sure you discuss this and monitor it at home with your child as well. Working together, we can keep our kids healthier.

Arrival

Arrival will be very similar to last year.

- Students eating breakfast may enter the building at 8:45 and go directly to the cafeteria. **Students must stay in their cars until 8:45 to avoid congregating outside the doors.**
- Students NOT eating breakfast may enter the building at 9:00 and go directly to their classrooms. **Students must stay in their cars until 9:00 to avoid congregating outside the doors.**
- Parents dropping off students will pull through the front drive in a single file line. Students will be responsible for opening and closing the car door. Please work with your child on these procedures at home.
- Parents will not be allowed on campus to walk their students to class. We will be practicing and allowing for social distancing.
- We will have extra staff to help guide and escort our little ones and students new to the school. After a week or two, most students will know their classroom location and will report to the classroom daily upon arrival.
- Teachers will be sending home name tags in packets at the Back to School Drive Thru. Your child will wear the tag to school. It will include their name and their teacher's name. This will help us in guiding your child to their designated classroom. We will have many staff members positioned to help students find their way to their classrooms.

Classrooms

Students in grades 4th-6th will not rotate classes. The teacher will rotate, and students will remain at their own desk in their homeroom throughout the day. Supplies will NOT be shared. Desks will be facing forward where possible and spaced apart. Classes will not be allowed to visit other classrooms. Students in grades Pre-K –3rd grades will not share supplies, have an assigned seat, and not be allowed to visit other classrooms. Any technology/devices used in the classroom will be sanitized between uses.

Hallway Traffic

As students travel throughout the building, we will continue to follow our line procedures with a focus on social distancing. (3 to 6 feet)

Lunch

Lunches will be limited to one grade level per lunch session. Students will wash their hands before going to lunch. Students will have an assigned seat. Appropriate social distancing will be practiced while students wait in line and as they are seated at tables by using visual markers. Students that bring lunches from home will carry them to and from the cafeteria as opposed to the traditional bucket for lunchboxes. Please ensure your child's name is on their lunchbox. All tables will be disinfected before and after lunches. There will be one way in and one way out to avoid students passing one another in doorways. Long term seating charts will be created and maintained to limit student exposure. Parents/Visitors will not be allowed to eat meals with students in the school facilities per the MPS Return to Learn Plan. **Please practice opening all containers and/or Lunchables with your child to prevent others from touching your child's food.**

Outdoor Recess

Students will sanitize their hands as they enter the playground and as they re-enter the building. Students will be encouraged to social distance throughout recess. Staff will constantly monitor and model social distancing and safety procedures.

Indoor Recess

Students will remain in homeroom. Individual or partner games may be played while maintaining a social distance. Game pieces will be sanitized after each use. Classroom teachers will develop specific and age appropriate plans that follow CDC guidelines for the safety of their students.

Bathroom

Classrooms with individual bathrooms will use those bathrooms to minimize the use of the group restrooms. All others will schedule their group bathroom breaks to minimize the number of students in the bathroom at a time. Teachers will work together to make every effort to reduce the number of students in each restroom. Students needing to use the restroom between scheduled breaks will be allowed to use the restroom nearest their classroom. Bathrooms will be cleaned and sanitized frequently.

Parents....Please make sure your child uses the restroom before arrival at school. This will minimize the number of students using the restroom as soon as they arrive to school and will help us greatly.

PE, Music and STEAM

Students will attend PE, Music, and STEAM with the same group each time. Equipment will not be reused from group to group without prior sanitation. Increased sanitation measures will be taken in these areas. Lessons taught will follow the classroom guidelines.

Media Center

We will follow the MPS Return to Learn Plan Protocol for our Media Center using the 72 hours wait time and sanitizing of books before recirculating. Lessons will continue to be taught in the Media Center with consideration given to allow time for sanitation between classes.

Water Bottles

Per the Moore Public Schools (MPS) Return to Learn Plan water fountains will not be running. However, we do have bottle filling stations throughout our school. **Students SHOULD BRING A PRE-FILLED WATER BOTTLE EACH DAY. Child's name should be on the water bottle.** Should a student not have a water bottle; accommodations will be made. Students will be expected to take personal water bottles home daily for sanitation and cleaning purposes.

Backpacks

Backpacks are discouraged but will be permitted. Students that bring a backpack will be expected to properly sanitize and disinfect it at home daily.

Nurse

We are excited to have a full-time nurse on staff at Eastlake. In the event a student or staff member displays symptoms of COVID, our nurse will immediately isolate the individual and follow the protocol in the MPS Return to Learn Plan.

Masks

Eastlake students and staff will follow the protocols in the MPS Return to Learn Plan.

- All students are required to wear a mask or face covering during times of school transportation.
- **Grades K-3** Masks and face coverings are required for students and staff in the hallway and common areas. Masks may be removed while inside classroom if classroom cohorts remain grouped together throughout the day. Exceptions are allowed for the following: when eating meals, recess, and during physical education.
- **Grades 4-6:** Masks and face coverings are required for students and staff. However, they can pull their mask down while in the classroom as needed. Exceptions are allowed for the following: when eating meals, recess, and during physical education.

Before/After Care Leopard Den

Our staff and students will follow the classroom guidelines. There is designated area outside the cafeteria by the double doors marked for social distancing. Parents will be greeted at this door but not allowed to come into the building. Your child will be brought to the door and released to their parents/guardians.

Dismissal

We will be using a digital system called Safe School Dismissal. It is free to our families and will allow us to safely and quickly release our students from their classrooms. Students will no longer wait in crowded lines or congregated areas. ALL students will remain in their homerooms. They will be released from their classroom as their ride arrives. Classroom teachers will be notified as buses, days cares, and cars arrive. Students will be individually dismissed to board their vehicle. Supervision will be in multiple places. Each family will receive two cards to use for display in the car window. The card will have a scan code that will be entered as you arrive. This will keep a steady flow of students exiting the building and loading cars safely without the crowded lines or use of megaphones. Families will receive detailed information and their cards in the packets during our Drive Thru Back to School Event. **If your child is a walker**, they will be released out the back doors. They are to go home immediately. We will have designated areas for siblings to meet to walk home together. If you choose to meet your child to walk home, it must be off campus. Staff will be assigned to each walker group for supervision. There will be no congregating on school grounds. This is for the safety of our students.

Visitors & Volunteers

Visitors will only be allowed for essential purposes. All visitors must present a photo ID. All visitors will have a temperature check upon arrival, wear a mask or face covering, and answer screening questions.

Please refer to the Moore Public Schools Return to Learn Plan for additional information regarding concerns related to the following:

- Home Health Self-Screenings
- Temperature Development While at School
- Masks & Face Coverings
- Transportation
- Academic Progress
- Attendance
- Canvas
- Mental Health Professionals
- COVID-19 Scenarios – Exposure & Quarantine Guidelines