

## Hernando Elementary Back to School Plan

2020-21

### **OPEN HOUSE/SUPPLY DROP OFF/POLICIES AND PROCEDURES**

\*Meet the teacher/Open House/Supply Drop Off/Policy and Procedures will be done on an assigned day and at an assigned time.

\*The classroom teacher will begin calling their students, both in person learning students and virtual learning students, between Wednesday, July 29<sup>th</sup> and Friday, July 31<sup>st</sup>. During this phone call the teacher will introduce themselves and give the parent their 10 minute appointment time for open house.

\*The event will begin on Thursday, August 6<sup>th</sup> at 7:30am. Each teacher will have 13 time slots at 10 minute intervals. The event will continue for 2 days. For example”

Mrs. Jones/1<sup>st</sup> grade

Time	Date	Student 1	Student 2
9:00-9:10	08/06	Suzie Que	Sam Smith
9:20-9:30	08/06	Joe Bass	Will Jacobs

And so on until there are 13 slots filled. We request only two adults and the student attending HES be present for open house. You will be sent a map of the school via email if possible or regular mail. This map will outline which door you need to enter and which door you will exit from. The students will be taken on a tour the first two days of school.

We ask that you arrive no more than 10 minutes prior to your time. We will have people stationed at each entrance to check you in the building. We are requesting the use of mask and the use of hand sanitizing stations. We ask that you come into the room, place the supplies at the child’s assigned seat, pick up the package of information from the desk, ask a few questions, and leave. The teacher and assistant will handle putting away supplies. In an attempt to follow suggested guidelines and reduce the number of people on campus, we request no siblings at this time and that we maintain physical distancing suggestions.

### **FIRST DAYS OF SCHOOL ARRIVAL:**

\*We will be doing regular drop off of **ALL** students beginning on day 1. We will **not** have parents walking the students to class. Please drop your student off in the car line and stay in your vehicle.

\****First grade*** drop off and pick up is in the front of the school off of Riley Street. You will come into the front drive from the direction of Mt. Pleasant. Please do not come from the direction of East Parkway, there is no one who will be there allowing you to turn in off of Riley Street from East Parkway. You will pull up along the sidewalk and your child will open the car door and exit on to the sidewalk, following the tiger paws painted on the side walk to the front door. Please have your student sitting on the sidewalk side of the car to ensure safe unloading onto the sidewalk. Might I suggest making a practice run a few times so that your child is used to the procedure. We will also be practicing this the first few days. There will be an abundance of duty personnel all wearing the same shirt the first few days of school to assist your child to their classroom. First grade will be issued in their back to school information a blue wrist band that has their name and the teacher's name on it. We ask that you place this around your child's wrist prior to the first day.

\****Kindergarten*** drop off and pick up is in the back of the building off of Mt. Pleasant. It is the road where the bus lot is located. You may pull into both lanes as it will get very congested and someone will be there to help merge traffic the closer you get to the sidewalk. Buses will also be in this line unloading. As you approach the sidewalk area please pull forward as far as you can along the sidewalk. Please have your child sitting on the sidewalk side of the car for easy unloading. Your child will exit the car and for the first few days they will be escorted into the gym to their teacher. Eventually your child will learn how to follow the Tiger Paws on the sidewalk and to their classroom. We will practice this with them at school the first few weeks. The teacher's will be in a designated area safely distancing their class from other classes. They will be doing an activity with the students while they wait in the gym. Once we have unloaded the majority of students they will then begin to move to their classrooms together as a group with an adult in the front of the line and one in the back of the line. Your child will be issued in their back to school information an orange wrist band that

has the child's name on it and the name of the teacher. Please place this around your child's wrist prior to the first day.

We ask as you begin to arrive at school that you have your child prepped and prepared to exit the car. We would like for the child to be prepared to exit the car promptly with their backpack, lunch box, water bottle, and other belongings.

If a child is refusing to exit the car, we will ask you to pull to a designated area and an administrator will come and assist you with your child.

**\*BUS RIDERS:**

Bus riders will be given the same wrist bands and we ask that the parent please put these on the student prior to loading the bus. Adults will meet each bus and assist the students in finding their way inside the building. The buses will be unloading in the back this year. Buses will be sanitized between each route and siblings will be seated together. Assigned seats will be given on each bus. Mask are encouraged for students who ride the bus.

**DISMISSIAL PROCEDURES:**

**First Grade:** First grade will load cars in the front of the building off of Riley Street. This procedure is in reverse of the morning procedure. As the parent waits for the student, the cars will line up along Riley Street to East Parkway and along East Parkway back to Commerce Street. This will be a single file line. Please do not block the driveways of our neighbors nor the intersections. If you see a hole in the line, please do not break in front of others. If you question, "I wonder if that person is in line?", the answer is probably yes they are in the same line you are attempting to get in. This line will be long and we need to ask for your patience. We will most likely load 200+ cars in each line the first two weeks of school.

The procedure this year is that the students will be in their classrooms in their seats waiting to be called to the front. The students will then line up and be brought out and loaded into the cars for you. You do not have to turn the car off nor get out. We will load them. We do not buckle them into the car nor car seats. We ask that you teach them to do this themselves. You will be in two lines for loading and we will dismiss each line one at a time. Please do not attempt to pull off once you are loaded. When you exit the front of the school you will be

prompted to turn right and exit back onto East Parkway. You will not be allowed to turn left onto Riley Street as this puts you back into the middle of the car line.

***Kindergarten:*** Kindergarten will load in the back off of Mt. Pleasant Street. You will pull in behind the buses and daycare vans. You may utilize both lanes and we will load in both lanes. The students will again be grouped by class with their teacher in their area of the gym. The students will be called and will line up and be loaded by the teaching assistant and duty personnel. You do not have to get out of your car nor turn it off.

We ask when movement begins in the car line that you refrain from cell phone usage. When the attention wanders, accidents could happen. This is for the safety and well being of students and staff. We ask that when you pull forward to have your child loaded that you put your car in park. When your car is in motion we ask that you please leave any younger children safely buckled in the safety seat. Once you are loaded please do not pull off, please wait until you are dismissed. There could be still small feet loading and accidents could happen. Being patient is what is most important, especially the first few weeks of car line as it last for a longtime. We are doing our best to load your children in the safest, quickest way possible.

***What will the typical day in a kindergarten or first grade classroom look like?***

\*Arrival is from 7:05am-7:45am

\*Dismissal begins at 1:45pm with the loading of buses and first grade students. Kindergarten students will load after buses. As we get quicker at loading we will back this time up to 2:00pm. Please keep in mind that these are five and six year old children who have been placed in a situation that makes them nervous and anxious. They do not move quickly at the end of the day, they are tired and hot.

Please be patient. As the year progresses, we are able to load all cars in 30 minutes or less, but in the beginning of the year it is longer.

\*When your student arrives at school they will go directly to the classroom. As the days progress, the teacher will teach the students the daily, morning procedures of backpacks, snacks, and folders. Each child may get breakfast. Breakfast will be done in the classroom. Each teacher will ask the students on Monday if they plan to eat each day and if they want juice, milk, or both. Once the teaching assistant has returned from duty at 7:45am she will then get the breakfast basket. If your child brings their breakfast with them, they may eat it when the others eat their breakfast.

\*Sometime during the morning the students will be offered a time for a snack. We ask that you send this from home. We do not furnish snack. We encourage you to send a water bottle each day. Instead, if they have a water bottle we will refill it for them. If they forget their water bottle, the PTA will furnish disposable, small cups that the student may get a drink from the fountain...the teacher will fill these cups while they students are on a restroom break and the students will drink it before going back to the classroom.

\*Your student will get to go to recess each day pending weather. There will be only one class on the playground at each time, the students will have a 30 minute recess period. One day they utilize the playground, the next day the FEMA building, day three will be the infield of the track, and on day four they will be on the track itself. On day five they will rotate back to one of the above. The PTA is purchasing balls, jump ropes, hula hoops, and chalk for each class to have their own set of recess equipment. If you would like to donate any of this type of object to your child's classroom, I am sure we could use it.

\*Your student will have an activity time each day. They will go to PE and computer each week. Music, Art, and Library will come to the classroom. This will be a 30 minute session. PE is going to have equipment that each class will use daily but not reuse that day. Computer class will have the desk partitioned from each other and will have disposable key pad covers. In Art, each student will have their own supplies. In Music each student will have a baggie with their own instruments and movement scarves in. Again, PTA is helping with these items.

\*Your student will have an assigned seat in the classroom that is spaced as far apart as possible within the space provided. The student will sit around the same students for a week. When your student goes to activity they will sit around the same students they do in the classroom.

### **LUNCH:**

\*At this time we will not have visitors for lunch. If you want to send treats for star student or birthday we ask that you send unopened, sealed, store bought treats.

\*If your child is getting a tray they will go to the cafeteria and eat. If your child has a lunch box they will eat in their classroom. They will have a 25 minute lunch time.

### **VISITORS:**

\*At this time we will not have any outside visitors in the building.

### **CLEANING AND HEALTH SAFETY:**

\*As students enter and exit the classrooms we will be giving them hand sanitizer.

\*When the students utilize the restroom we will have them wash their hands. Teachers are going to do in-depth lessons each week on proper handwashing.

\*We will have general cleaning numerous times daily. Deep cleaning will occur each evening.

\*We will have physical distancing procedures in place and will teach these from day 1.

We are very excited to welcome your child to the Hernando Elementary Tiger Cub family. Our goal this year is to help our students experience a fun filled learning environment in a safe way. We strive each day to put our students first and to help them become a life long learner. We know that you are entrusting us with a true blessing of your child and we will treasure them as our own. We welcome you to Hernando Elementary and the Tiger Cub family where we don't do easy. We make easy happen through hard work and learning. We look forward to seeing you.