**Draper Elementary School Plan**

**July 2020**

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| **Area/Activity** | **Procedures and Protocols to Mitigate the Risks** |
| **Arrival** | * Students will wear face coverings
* Students will line up by class and grade level and the lines will be spread out.
* Students will enter through grade level doors.
* Parents encouraged not to drop off more than 10-15 minutes before school starts.
* No playing on the playground before school.
* District guidelines will be followed to mitigate risks
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| **Breakfast** | * Students that come for breakfast will enter through main doors and exit the cafeteria exit doors to go line up with their class.
* Tables down and only 3-4 students at each table.
* Siblings & household members can sit together.
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| **Classrooms** | * Physical distancing addressed by desks being separated. District guidelines will be followed to mitigate risks.
* Students are to face forward & will wear face coverings.
* Teacher will wear face covering at all times that physical distancing is not possible
* Carpet time under 15 minutes and students wearing masks.
* Assigned seating to help with contact tracing.
* Students will have their own materials including manipulatives.
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| **Hallways** | * Traffic flow established, everyone stays on the right side of the hall.
* Signage will be installed as a reminder.
* Schedules will be staggered to reduce numbers of students in the hallways at the same time.
* No water fountains to be used unless filling up a water bottle.
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| **Restroom** | * Signage on the floor to encourage physical distancing while waiting in line to use the restroom.
* Training on proper washing of hands after using the restroom. Signage will also be utilized as a reminder.
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| **Lunchroom** | * No overlapping of grade levels.  Kinder will eat in their room.  Students are encouraged to eat in 15-20 minutes.
* No brain booster during lunch so we can utilize the gym and cafeteria for tables.
* 6-8 students per table
* Signs on the tables where students should sit.
* Assigned seating by the teachers.
* Signage on the floor to encourage physical distancing.
* Students take their lunch box outside after lunch and set it next to their grade level door. They will pick it up on their way back into the classroom.
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| **Brain Boosters** | * We will not mix the classes except for one class per grade level which will be split between the other four classes.
* Wear face coverings.
* Clean between classes coming.
* Playworks and movement will be outside if weather permits.
* No book checkouts in the library.
* Add additional tables in the library for students to be distanced as much as possible.
* Be mindful of any shared materials.
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| **Tier II Support** | * Intervention Aides will take the kids to their portable.
* Aides and students will wear face coverings.
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| **Recess** | * One grade level at a time.  The teachers will determine which of the two playgrounds the classes will be on.  We will split it between the two.
* Face coverings if students are not 6 feet apart.
* Non-touch activities to play.
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| **Computers/ Chromebooks / iPads** | * Every student will have a certain device assigned to just them.
* Regular wiping down of keyboards and iPads.
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| **Large Gatherings including Assemblies, Back to School, etc.** | * No assemblies-- this will be assessed mid-year.
* Where possible, virtual activities will replace large events.
* Send out a link that will let parents access a video from their teacher for back to school night. PTA, and Administration will also have a link.
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| **Volunteers** | * Non-essential volunteers will not be used at this time.
* Essential volunteers will need to get prior permission from the administration.
* Volunteers will need to get their temperature checked upon arrival and fill out a health checklist.
* They will have to wear face coverings
* Volunteers will fill out a form that lists exactly who they have been in contact with.
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| **Special Programs** | * No before or after school activities until further notice except for orchestra.
* Dual Immersion students will wipe down their desks and chairs before going to the other classroom.
* DLI students will take their items with them when they change classes.
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| **Orchestra** | * Students and the teacher will be spread out as much as possible.  Face coverings will be worn.
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| **Sickroom** | * Students will only enter the sick room if hurt or sick.
* Two different sick rooms.  One for COVID and one for other illnesses/injuries.
* We will have a checklist from the health department to determine which symptoms we need to be concerned could be Covid.
* Parents will be called to pick up their student.
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| **Office** | * Plexiglas in front of the secretary.
* Students and adults stand 6 feet apart when waiting to get help.  Signage on the floor.
* Secretaries wear gloves, shield and mask if a child comes down and says they are not well.
* Phone used by the students will be cleaned after every use.
* Everyone will be wearing face coverings.
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| **Kindergarten** | * Oral language block- students must wear face coverings.
* Centers- Most will happen at the student’s desk.  Students will have their own materials. The listening center will require the students to have their own headphones AND wear a face covering.
* If iPads are used, they will be wiped clean after each use.
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