**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 |
| **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. |
| **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. |
| **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. |
| **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. |
| **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. |
| **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. |
| **Tier II Support** | * Intervention Aides will take the kids to their portable. * Aides and students will wear face coverings. |
| **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. |
| **Computers/ Chromebooks / iPads** | * Every student will have a certain device assigned to just them. * Regular wiping down of keyboards and iPads. |
| **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. |
| **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. |
| **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. |
| **Orchestra** | * Students and the teacher will be spread out as much as possible.  Face coverings will be worn. |
| **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. |
| **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. |
| **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. |