



# **Jefferson Elementary School 2021-2022 COVID PLAN**

Jefferson Elementary

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### **INTRODUCTION**

The Jefferson Elementary Ready for Learning Team has created this plan to aid in navigating the reestablishment of our school where employees, students, families and other essential instructional support staff feel safe and to reduce the impact of COVID-19 conditions upon returning to school. The guidelines established by this plan are based on guidance from Little Rock School District leadership and the Arkansas Department of Health (ADH). Regular updates will be made to this plan as new information is provided by the District and State.

### **STUDENT LEARNING CHOICE**

Parents will have until August 16, 2021 to finalize their student's learning option (virtual with Ignite Digital Academy or in-person). Students will be able to request to be moved between virtual and in-person instruction at the semester. All efforts will be made to provide a smooth transition.

### **ARRIVAL TIME AND DISMISSAL TIME**

Morning arrival and drop off will begin at 7:30 and continue until 7:50. No tardies will be issued until after 8:00 for the first two weeks. Students will sit on the benches outside and in the cafeteria if they arrive before 7:40. Parents are expected to stay in the car and utilize the carpool line, unless you have a Pre-K student. As in the past, parents will NO LONGER BE ALLOWED to walk their child on campus (with the exception of Pre-K). At arrival, Pre-K parents will be expected to park on the street and walk their child to the Pre-K Entrance on the PK side of the building. A staff member will receive them. Please prepare for longer drop off times especially at the beginning of the school year. Students will be REQUIRED to wear face coverings upon arrival to campus for the safety of all students and staff.

- **Parents are advised to take their children's temperature at home every morning before school.**

Students will be dismissed at 2:35. All students must be picked up using the carpool line. We will use the same Carpool APP(PikMyKid) that the PTA purchased last year for Dismissal. You will be given carpool information at the beginning of the year. Students WILL NOT BE ALLOWED to check out early to avoid the line, enforced after 2:00.

Pre-K dismissal will start earlier than K-5 students. At dismissal, Pre-K parents will be expected to park on the street and walk to the Pre-K Entrance to pick up their child.

If there is an emergency check out, you will need to call the school office when you are at the front door of the school. We will assist you from there.

**Visitors will not be allowed to drop off lunches or forgotten school supplies. Checking in and out is heavily discouraged except for emergencies.**

### **EMPLOYEE AND STUDENT SAFETY**

Per Arkansas Department of Health, PPE (face coverings and shields) is an effective way to minimize exposure to COVID-19; therefore, LRSD and Jefferson will REQUIRE the use of face coverings. Parents are encouraged to ensure that students have masks when they arrive at school; however, masks will be provided if someone forgets to bring it to school. If a parent believes that their child has been in close contact, they will need to call the COVID Hotline at 1-800-803-7847 and the school nurse 447-5005(Laura Walker).

### **FACE COVERINGS**

#### **Staff and Other Adults**

All adults will be REQUIRED to wear face coverings daily, when transitioning and when in common areas, at all times.

#### **Students**

Students in K-5<sup>th</sup> grade will be REQUIRED to bring face coverings to school. Please put your student's name on the face covering. We recommend parents provide students with one extra face covering to keep at school (to use if theirs gets dirty, wet, lost etc...) and one to wear to and from campus. All students are REQUIRED to wear face coverings when entering the building and during transition times: examples of transitions: Recess, moving in the hallway, restroom breaks. Students are REQUIRED to wear a face covering when exiting their car in the morning and walking to class, same during afternoon pick-up, and when a student is seated at their desk. Students will have assigned seating.

### **VISITORS**

Jefferson Elementary will significantly limit normal visitation to our campus. Visitors/parents will not be allowed in the school building unless it is an emergency situation or for official school business. All visitors will be screened prior to entering the building and will be REQUIRED to wear a face covering, and may be asked to complete a screening form. **Visitors will not be allowed to drop off lunches or forgotten school supplies.**

### **TRAVEL RESTRICTIONS**

Students will not be excused for out-of-state travel, and if any student travels out-of-state ADH guidelines and protocols will be strictly followed. Individual cases will be discussed.

### **HEALTH GUIDELINES**

**Students who show any symptoms of being sick must stay at home.** Please call the office at 501-447-5000 before 9:00 am to report an absence and reason. **We ask each parent to check their child's temperature daily before arriving at school to help mitigate the spread of illness.** If a student has any form or contact with someone who has been diagnosed and tested POSITIVE, he/she must stay home and quarantine.

The signs and symptoms of COVID-19 include:

- Feeling feverish or a measured temperature greater than or equal to 100.4

degrees Fahrenheit

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea

**Check in with your child each morning for signs of illness. If your child has a temperature of 100.4 or higher they should not go to school. If your child has had close contact with a COVID-19 case, they should not come to school. Please advise the school nurse, Laura Walker, at 501-447-5005.**

### **PHYSICAL DISTANCING**

Social distancing will be observed as much as feasibly possible. When social distancing cannot be maintained such as arrival and dismissal, all students and staff will continue wear face coverings. We will redesign classrooms to increase the space between students. If 6 feet is not attainable, they will have as much personal space as possible. Students will be in assigned seats and required to bring their own labeled water bottles and we will utilize automatic bottle filling stations. Students should refrain from bringing items from home that are not necessary for school activities. Additionally, supplies and materials will not be shared by students. Water fountains will not be used.

In addition to physical distancing and wearing face coverings, additional safety precautions will be taken without limitation:

- Good hand hygiene; wash your hands often with soap and water for at least 20 seconds. (Guide for proper handwashing techniques) Use hand sanitizer with at least 60% alcohol, if soap and water are not available;
- Avoid touching your face;
- Cover mouth and nose when coughing or sneezing or use the inside of your elbow;
- Monitor for signs and symptoms of COVID-19.

An adequate supply of soap, disinfectant, hand sanitizer, paper towels, tissues, and a supply of PPE will be available at Jefferson Elementary.

### **SUPPORT NEEDED FROM PARENTS/GUARDIANS**

- Ensure that your student(s)' immunizations/ wellness checks are up-to-date
- Label all your student(s)' face coverings, Ziploc baggies, water bottles, supplies, and clothing
- Stress the importance of the utilization of face coverings, adhering to social distancing, and regularly washing their hands, both at school and away from school. Please take time to demonstrate these actions with your younger students.

- Support the effective communication among students, parents, and staff members, which is even more critical now.

**Please practice using face coverings and wearing them for a length of time. Talk with your child about not chewing and playing with the covering. Also what to do if you get the covering dirty or gets wet. Also, parents, please wash face coverings daily.**

### **GENERAL DISINFECTION PROTOCOL**

Sanitation and cleanliness will be a high priority for our school as we return in the fall. Student classrooms will be cleaned on a daily basis, multiple times a day, with CDC approved disinfectant supplied by the school. High touch surfaces (door knobs, light switches, etc.) and restrooms will be cleaned on a continuous basis throughout the day. Jefferson will develop a plan for restroom schedules that will maximize physical distancing to the extent possible.

### **RESTROOMS**

A schedule will be created to provide whole class breaks and allow students enough time to use restroom facilities and wash hands properly. Students will be allowed to go if an additional need arises outside of scheduled times.

Restrooms will be cleaned multiple times daily by our custodial team.

### **CAFETERIA AND LUNCH PERIODS**

Jefferson will develop a plan to incorporate physical distancing to the extent possible during lunch periods. This will include adding additional lunch periods, incorporating more grab & go options, utilizing any open space possible in the cafeteria that will allow for appropriate physical distancing, assigning students to the same seat each day to limit exposure, etc. Students will have assigned seats in the cafeteria and will be socially distanced. If a lunch is forgotten, a cafeteria lunch will be provided and added to the students account. Parents and visitors will not be allowed to eat lunch with their children due to the safety of others. Parents are encouraged to send a labeled water bottle with their students.

**Please do not send lunch boxes.** Please send lunches in disposable lunch sacks and containers.

<b>Period I</b>	Lunch in Classroom	PK	9:45	10:15
<b>Period II</b>	Cafeteria	K	10:00	10:25
<b>Period III</b>	Cafeteria	1 <sup>st</sup>	10:30	10:55
<b>Period IV</b>	Cafeteria	2 <sup>nd</sup>	11:00	11:25
<b>Period V</b>	Cafeteria	3 <sup>rd</sup>	11:30	11:55
<b>Period VI</b>	Cafeteria	4 <sup>th</sup>	12:00	12:25
<b>Period VII</b>	Cafeteria	5 <sup>th</sup>	12:30	12:55

### **PRE-K**

All Pre-K students will participate in-person and will have in a full day of age appropriate instruction with a teacher and paraprofessional. Students will be assigned to smaller groups or cohorts within the classroom, as a safety measure. These smaller cohorts will play and learn together. Pre-K students are REQUIRED to wear face coverings while in their classrooms. All adults are REQUIRED to wear a face covering according to the health guidelines. Temperatures will be taken upon arrival. If LRSD has to ever go to an all-virtual setting, we would then enact a Pre-K delivery in the future.

### **VIRTUAL LEARNING**

LRSD will provide a device for any student who needs one in order for them to participate in virtual learning. The district is currently working with multiple partners to find solutions to broadband connectivity. Virtual learning will be a quality choice through the LRSD Ignite Digital Academy.

### **IN-PERSON LEARNING**

Families who choose in-person instruction will also be choosing to follow the safety protocols established for on-site instruction. This includes the REQUIRED USE of face coverings, physical distancing, and maintaining a clean environment. All Jefferson Elementary students will be REQUIRED to wear face coverings while transitioning in hallways or in common areas. Teachers will provide instruction based on a set schedule. Schoology will be utilized regularly to enhance student learning and engagement.

Students will not share supplies. If you did not order supplies online, please have your student drop them off at Meet the Teacher Night, Thursday, August 12, 4:30-6:00pm or drop them off on Friday, August 13 outside 8:00-1:00pm. They can also bring them on the first day of school in a disposable bag. Students may bring their lunches in disposable lunch sacks and containers. **Please do not send lunch boxes.** Please send lunches in disposable lunch sacks and containers.

### **REMOTE LEARNING**

In the event the district is required to implement remote learning district-wide or in one building, teachers will monitor student learning and engagement via Schoology as well as hold virtual sessions with students in whole group, small group or one-on-one settings. Teachers will provide daily assignments and assessments via Schoology. Students will be expected to login to Schoology daily and attendance will be taken based on student access and completion of daily assignments. Grades will be taken on assignments required by their teacher. Students who are not engaging in the learning will be supported according to the building's established Virtual Learning protocol. Students will remain enrolled in their courses and will have interaction with their teachers daily based on a set schedule that will be provided.

### **GRADING AND ATTENDANCE**

LRSD grading and attendance policies will be followed for **ALL** students. **Student attendance will be taken daily.** All students are expected to complete

assignments daily. Students will receive at least one grade per subject each week based on completed assignments.

**OTHER**

Please refer to the LRSD Ready for Learning Plan for any other questions.  
The Jefferson Elementary COVID Plan will be modified as needed