



## **Rockefeller Early Childhood Center**

**Richard Mills, Coordinator**

### ***RECC Ready for School Plan***

*Updated 8.06.20*

#### **School Wide Practices**

- All adults must wear a mask 100% of time
- Non-essential adults in the building will be minimized
- Due to Covid-19 and district policy parents may not enter building
  - By appointment only
    - Periodic testing (teacher will schedule)
    - Request for conference with teacher or coordinator
    - To pick up an ill child
- Handwashing must be consistent and thorough
  - We will teach and monitor CDC guidelines
- Hand sanitizer
  - Use only when soap and water not accessible
  - Always use only under adult supervision
- No backpacks, lunch boxes, or blankets allowed due to Covid-19
- Students must be current with immunizations and have an authorized checkout to start school
- LRSD suggested signage posted throughout the building

#### **Meet the Teacher**

- August 19<sup>th</sup> & 20<sup>th</sup>
  - “Drive up” at school to meet teacher and receive information packet
  - Online meetings with teacher will be scheduled for those who cannot “drive up”
- Receive Rockefeller information packet.
- Nurse will check immunizations and wellness physical status
- We will collect required documents
- Document each student’s required paperwork
  - Give documentation confirmation for first day of school
    - Cleared or not for immunizations and authorized checkout form

#### **First Day Arrival**

- Receive students at 7:05
- P4 students will enter through outside classroom doors north of building
- P3 students will enter through front (south) of building
  - Students will be escorted to class by a para-professional.
- Due to Covid-19 and district policy parents may not enter building



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- Does student have clearance to begin school?
  - Immunizations and authorized checkout form required to start school
  - Document from Meet the Teacher with clearance
  - Yes, cleared to start school
    - Sign in and go to class
  - Not cleared to start school
    - Send parent to park at designated area by gym/cafeteria
      - Team of Secretary/Nurse/Paras/SS staff
        - Will meet at car to start the process
      - If parent needs to come in
        - Temperature and screening
        - Social distance stations set to complete registration
- Daycare vans use same protocols as regular students
- All students after 8:45 will come to front (south) door

### **Daily Schedule**

#### **Arrival 7:20 – 8:05**

- Due to Covid-19 and district policy parents may not enter building
- P4 students will enter through outside classroom doors north of building directly into classroom
  - Students will get temperature checks and parent sign in at door
  - No classroom entrance after 8:05, must use front (south) entrance
- P3 students will enter through front (south) of building
  - Option A – drive up drop off / temp check and sign in
  - Option B – park and walk up / temp check and sign in
  - P3 students will be escorted to class by a para-professional after entry
- Daycare vans use same protocols as regular students
- CARE (501-447-1880) students enter through cafeteria (east) door

#### **Classroom**

- Students assigned to learning pod family
  - Students will stay with their pod throughout the day.
  - A stable small group of students will be a pod family
    - Scheduled cleaning throughout the day
  - Washing hands
    - Teach CDC guidelines
    - Before and after each activity
- Individual supply kits for all students
  - Each student will have the own supplies (crayons, play dough, manipulatives, learning charts, etc.) in their own container to avoid contamination through materials.



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- Centers
  - One pod family at a time in a center
    - Centers cleaned before and after use
  - Blocks / Music / Art / Science / Library / Etc.
- Shields for teachers to use without masks during phonics instruction

### **Physical Activity Time**

- Each class: One outside time a day, one physical activity time indoors per day
  - Two outside activity areas
    - Playground / Track area
  - Construct indoor play areas
    - Gym & former media center
- Play areas cleaned every morning
- Pods rotate within sections of play areas to keep distance from other pods of students
- Adult supervised water cooler with disposable cups provided
- Wash hands after play

### **Lunch**

- Cafeteria
  - 4 classes will eat in classroom (social distancing followed)
  - 4 classes will eat in the cafeteria (social distancing followed)
  - Teacher will use their partner class to set up classroom/cafeteria rotation
- Cafeteria will serve all food in prepackaged containers
- Lunches brought from home must be in disposable containers

### **Rest Time**

- Ample space between cots
- Class set of towels to use when sheets have no sewn in covers
  - Blankets from home not permitted

### **Dismissal**

- Due to Covid-19 and district policy parents may not enter building
- If you arrive before 1:45, you must come to the office.
- Day Care Vans 1:30 – 2:30
- P4 1:45-2:30
  - Go to outside classroom door (north) and wait for teacher to confirm ID
  - Sign child out
- P3 1:45-2:30
  - Car line will form in front (south) of the school
  - Team with radios will gather students and bring to car to confirm ID and
  - Sign child out