

**MEADOWCLIFF ELEMENTARY SCHOOL**  
**Ready for Learning Covid-19 Plan 2021-2022**  
**A Day at Meadowcliff**  
**Arrival to Dismissal**  
**Safety for All Stakeholders**



*This document is a summary explaining our daily procedures. We hope to give you an idea of what the day will look like with additional safety measures in place. The safety and education of your child is our top priority. For more detailed information, click the link [LRSD Ready for Learning Plan](#). All protocols and procedures for Meadowcliff were established using guidelines developed based on CDC, ADE and LRSD.*

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## Physical Distancing/Mask/Disinfecting

- Staff will ensure physical distancing to the extent possible.
- Markers will be placed on the floor throughout the building to measure appropriate distancing.
- Masks will be required of all staff and students when inside the building.
- Parents are encouraged to provide a reusable face mask for their child. Masks will be provided when any students arrive without a mask. If students refuse to wear masks/face coverings, parents/guardians will be notified to strongly encourage their child to wear the face covering.
- Classrooms, restrooms, and cafeteria will be disinfected between uses to prevent cross contamination amongst classes.

## Transportation/Arrival Protocols

### Bus Riders:

- Students are required to wear a mask on the bus and will be assigned to sit with members of the same household.
- Physical distancing will be followed when possible and also requested of students when at the bus stop.
- All buses will have hand sanitizer available and buses will be disinfected between elementary and secondary routes.
- As each bus arrives at school, school personnel will greet the students under the awning by the circle drive.
- Each student will be given hand sanitizer as they enter the building and directed to the either the library or cafeteria depending on their grade level. Two separate locations will be used.

### Car Riders:

- Students can be dropped off at 7:30 under the awning in the circle drive.
- Students should arrive by 7:50 or the student is marked as tardy.
- Staff will be at the doorway to welcome students, check for masks (required), and provide sanitizer as students enter.

Between 7:30-7:50, K-2<sup>nd</sup> grade students will go to the library and 3<sup>rd</sup>-5<sup>th</sup> grade students will remain in the cafeteria. Classroom teachers will pick up their students from the designated location at 7:50.

## Our Day Begins

### Classroom Entry:

- At 7:50, teachers will pick up their class and report to their room.
- Students will go to their seat and put all personal items in their designated spot.
- Breakfast will be delivered to the classrooms and all students will eat in their classroom. Breakfast will not be served to students after 8:15.

### Tardies:

- Students who arrive after 7:50 are considered tardy.
- A parent/guardian will need to walk the student(s) to the front entrance and sign them in on the clipboard.
- Staff will be inside the doorway to greet students, provide PPE and direct students to class.
- Breakfast will not be served to any student arriving after 8:15.

## Academics

Students have been given the option to attend in-person or virtual instruction.

### In-Person:

- Students and staff will be required to wear a mask and practice physical distancing to the extent possible.
- All students will be assigned a device and staff/students will utilize the district's program, Schoology, to deliver instruction, engage students, and complete assignments.
- Attendance will be taken daily and the LRSD grading policy will be followed.

### Virtual: Ignite Academy is LRSD's Virtual Option

### Specialist Classes:

- All classes will use their classroom side door to travel outside to and from special classes.
- When returning from specials, one student will be sent into the building to open the classroom side door.
- All specialist classrooms will be sanitized by the teacher between classes.
- **Rainy Days:** On rainy days, specialist will go to the students' regular classroom since outside travel is not possible. Specialist will have a special rainy day plan they are able to do in the classrooms.

## Routines

### Bathroom Breaks:

- K-1 students will use the restroom in their classroom.
- Custodians will sanitize these bathrooms; teachers will also have sanitizing supplies to use as needed.
- 2nd-5th grade will have scheduled bathroom breaks. Only one class will be scheduled at a time and the bathrooms will be sanitized after each class.

### Lunch:

- One grade level (2 classes) will be eating together in the cafeteria.
- Teachers will deliver their students to the cafeteria where each class will be assigned to a paraprofessional.
- Class A will enter the cafeteria with their paraprofessional, get their tray, and sit on one side of the cafeteria. All students will be spaced apart and all facing one direction when possible.
- Class B will be held in the hallway by their paraprofessional until class A is seated. At that time, class B will follow the same procedures and sit on their designated side of the cafeteria.
- At the end of the lunch period, the paraprofessionals will take their assigned class to recess, exiting the cafeteria one class at a time. The custodial staff will then sanitize the tables to prepare for the next group.

### Recess:

- For grade levels that eat first, the paraprofessionals will take their assigned class from the cafeteria to recess.
- Students will be assigned different play areas by class. The para will return the students to outside classroom door at the end of the recess period.
- The teacher will receive the students and provide sanitizer as they enter the classroom. For grade levels that go to recess first, a paraprofessional will be assigned to pick up the students from the outside classroom door.
- They will stay with their assigned class through recess and take them to the cafeteria for lunch, where the same procedures that are mentioned above will be followed.
- **Rainy Days:** Paraprofessionals will keep their assigned class in the classroom for rainy day recess.

### Early Checkouts:

- We understand that at times a student must be picked up early from school.
- If you need to pick up your child before 2:00 please come to the front entrance and press the call button for the front office staff.
- The staff will assist you through the speaker.
- You will need to sign your child out on the clipboard. Your child will be called from their classroom after you arrive.
- *Friendly reminder that there will be no check-outs after 2:00.*

## Dismissal

Students will dismiss from various locations in an effort to practice physical distancing.

Staff will be stationed at different locations throughout the building to assist with distancing.

- **Walkers** will be called to dismiss first. A staff member will assist walkers across the cross walk.
- **Bus students** will be called as each bus arrives. The students will travel directly through the cafeteria and out the door to their bus.
- **Daycare van students** will then be called. Students whose vans are on site will immediately go to their van. Waiting van riders will sit in the cafeteria. The tables will be labeled by each daycare, so students will be required to sit with those on the same van. Vans will be using the circle drive to pick up students.
- **Car riders** Parents will drive around the building and their child will be dismissed from the side doors of the north side of the building at **2:35**. Please be prepared to drive your car all the way around the back of the building. All late pick-ups will be sent to the cafeteria.

**Please Note: Cars will be required to stay in line. No pulling around others cars will be allowed and please do not turn around in the parking lot. This is a safety issue and we want all students to be safe.**

### **For the safety of students and staff**

- **Please do not block the drive or prevent buses from pulling up.**
  - **Please do not arrive before 2:25pm due to bus traffic.**

**\*\*\*Traffic backups usually occur when many arrive early. Bus students are dismissed so they may move out of traffic.**

## Health Protocol Regarding Covid-19

**Meadowcliff Elementary** will follow the LRSD health and safety guidelines outlined in the Ready for Learning Plan.

- All staff will be screened prior to entering the building and all individuals will be required to wear a face mask.
- Any staff or student who becomes ill while on campus will report to the nurse's office immediately and quarantined in the nurse's isolation area.
- The nurse will follow the LRSD and ADH protocols for reporting potential cases, which can be found on the district's ready for learning plan.
- Staff that are ill will be sent home.
- Parents of ill students will be contacted and expected to pick up their child in a timely manner.
- **Parents, please make sure we have an updated phone number at all times. It is imperative that we are able to reach you if needed.**

In the event of a confirmed covid-19 case or exposure, a notification process is being followed by the district to notify of a potential exposure. A 14-day quarantine is required. The ADH protocol will be followed in this notification process. For details see the District Ready to Learn plan pg7.

In case of close contact with a confirm case please call at 501-447-5600 and 1-800-803-7847 for the COVID hotline.

The school will notify parents of a case by automated call. Please keep your phone information updated so you may receive this information as quickly as we send it.

## Additional Safety Measures

**Building Visitors:** At this time, only staff and students will be allowed to enter the building regularly. Parents and visitors will only be allowed to enter the building by appointment. To schedule an appointment, you can call or email the classroom teacher, office, or principal.

**Routine Nurse Visits:** Teachers must call the nurse to discuss a student visit before sending a student. For students who take medication at school, the nurse will call the classroom to let the teacher know to send the particular student.

Sanitizing and disinfecting- Additional cleaning will occur throughout the building during the school day.

## Communication

The school will use a variety of methods to communicate to all stakeholders. This will allow parents to be aware of the most up-to-date information. Parents and families please utilize the following information:

- Schoology
- Blackboard/Parent Link
- Meadowcliff Facebook Page
- Meadowcliff's Twitter
- Class Dojo
- Meadowcliff Website
- Email
- School and class newsletters
- Bloomz
- Phone