

River Eves COVID Plan Logistics

River Eves Parents,

Thank you for your patience and understanding as we prepare to implement a plan of action, for Phase 3 face-to-face instruction, amid a global pandemic. River Eves is committed to offering our students, staff, and families the safest and most secure learning environment for our eagles. The information contained within this document will offer answers to some questions that you may have, regarding the daily logistics and transitions that will take place, throughout River Eves Elementary School, beginning on Monday, September 21st when “Phase 3” begins for those families that “opt in” for face-to-face learning one day per week for students. Please know that it is impossible to create and implement a plan of action that will be completely flawless and error free; we are working with children.

I ask that everyone consider that we are trained educators first and foremost; we are (in fact) not medical experts or professionals. However, please know that we are putting our “best foot forward” and will do everything within our power and control to ensure the safest possible environment that we can realistically provide for our students and staff. It is important to note that true “social distancing”, as stated by the Center for Disease Control (CDC), is not 100% feasible based on building and classroom space and the number of students that we are charged with educating. **Therefore, it is of the utmost significance that students wear a mask while attending face-to-face instruction at River Eves Elementary. This is a mandated expectation of Fulton County Schools. This will support mitigating the potential spread of COVID-19. Students may not participate in face-to-face learning without wearing a mask.**

Please note that processes are subject to change as we implement and re-evaluate procedures. Any major revisions to the plan will be communicated with parents and guardians. We greatly appreciate your continued support. We are excited to greet our returning students, meet our newly enrolled eagles, and are looking forward to another phenomenal year at River Eves Elementary! We are River Eves! #RisEupEagleS

After reading this communication, in its entirety, please feel free to reach out (via email) with any additional questions that you may have. Our goal will be to communicate scheduling to parents (from teachers) by Thursday, September 17th. However, with such a short turnaround in place, you might not receive scheduling information until sometime on Friday, September 18th. We appreciate your patience and understanding as the school had no control over the “Phase 3” preparation timeline.

I encourage everyone to complete the survey that was sent this morning (via email) as soon as possible so that teachers can accomplish scheduling sooner than later. Thank you!

Sincerely,

Matthew Donahoe (Principal – River Eves Elementary)

Important Points to Ponder

- *Please note that until “Phases 3 & 4” have passed, River Eves will continue to follow the daily digital learning schedule that has been in place since the first day of school.***
- *Remember that when students are present (in the building) during “Phases 3 & 4”, other students will be performing digital learning from home simultaneously.***
- *Teachers will plan for an entire school day for those students that are physically present (in the building) during “Phases 3 & 4.”***
- *Face-to-Face hours will be from 7:40 a.m. – 2:20 p.m.***
- *As in “Phase 1,” the school will not honor parent requests for students (or groups of students) to attend specific days of the week during “Phases 3 & 4.”***
- *At this juncture, there will be no in-school after care available, as well as transportation from local daycare facilities.***
- *All students will either be dismissed as car riders or bus riders until further notice.***
- *All River Eves staff members are required to wear a mask when they are near students, other staff, or parents (per Fulton County Schools mandate).***
- *All students are required to wear a mask when present during face-to-face learning. Students should bring masks from home, if possible.***
- *Parents should have students practice wearing a mask at home, prior to participating in face-to-face learning.***
- *Masks are ALWAYS to be worn except for when eating or drinking during snack or lunchtime and at outside recess. Students will be required to wear their mask if participating in inside recess if inclement weather is present. When eating or drinking, students should slide the mask under their chin. After finishing lunch or snack, students should move the mask back over their nose and mouth.***
- *Students should sanitize hands before and after eating.***
- *Students should bring a water bottle to school for personal use and will use water fountains to fill the bottle. Students may not drink directly from school water fountains.***
- *Students should sanitize hands before and after getting water (for their bottle) from a fountain. Again, students will not drink directly from water fountains.***
- *Students may keep hand sanitizer at their “seats.”***
- *Students and staff should be frequently washing/cleaning their hands.***

****Restroom hand washing is a MUST!!! Students should sanitize/wash hands before and after using the restroom.***

****Students are not allowed to wipe down tables or surfaces using sanitary wipes, due to potential chemicals that could cause a bodily reaction.***

****Teachers will request soap and paper towels as needed. *Custodians will monitor and keep classrooms and all restrooms well stocked.***

Alphabetical Topics (Teacher & Parent Information)

Building Access – Please know and understand that the below measures will be in place for the safety and health of our students and staff:

- Parents/Guardians will only be allowed in the building to drop off (tardies only), pickup (early checkout only), and to conduct any school-related business.
- Parents/Guardians will only be allowed in the front office if you are wearing a mask.
- Parents/Guardians that are not wearing a mask will be required to wait in the atrium (outside the front office).
- ***Parents/Guardians will not have access to the building (for any reason) beyond the front office area.***
- *No lunch visits.*
- *No classroom visits.*
- *No volunteers.*
- ***Parents will be unable to walk their child(ren) to class. We will have staff members strategically placed outside and throughout the building to facilitate getting students where they need to go. I understand that this is not ideal. However, the measure has been put into place to mitigate the potential spread of COVID-19. We must keep our students, staff, and community safe.***

Allergies/Medical Conditions:

- If your child possesses any specific food allergies, or other medical conditions with which we need to be made aware, please share this information with your child's teacher as soon as possible. The teacher will then share the information with our school clinic assistant to ensure that appropriate safety measures will be put in place.

Attendance:

- If any student arrives at River Eves on a day that they are not scheduled to attend (during “Phases 3 & 4”), the parent(s) will immediately be contacted to come and pick them up from school.
- **Please ensure that you only send your child(ren) on their assigned day each week.**

Breakfast:

- Students that are eating a school breakfast will take it to the classroom (to eat) after picking it up from the cafeteria.

Bus Dismissal Process:

- To support mitigation of hallway traffic and students sitting on a bus any longer than necessary, afternoon bus dismissal will operate in the same manner that we handle a typical “rainy day” dismissal. Three bus numbers will be called (over the intercom) simultaneously. The only students transitioning in the hallways during that time will be the students that ride those three buses. Once the buses are loaded, they will depart the school premises, and then the next three bus numbers will be dismissed. ***Please be mindful that this will alter some of the afternoon arrival times at homes and in neighborhoods.***

Bus Riding:

- All students will wear a mask the entire time while riding buses to and from school (per Fulton County Schools district mandates).

Cafeteria – Students will wear masks when moving through the lunch line (spacing between students):

- ***There will be no 10-minute holding area for extra recess transition from the cafeteria.***
- ***12 tables X 24 seats = 288 available seats***
- Students will be allowed to sit on only one side of each table so that students are all facing the same direction.

- Students will be seated every third seat (two empty seats in between each student). With this spacing in place, there will be 48 total available seats for students across the cafeteria. This amounts to only 4 students per table.
- ***There will only be two or three classes, per grade-level, eating in the cafeteria at any one time in K-2nd grades (depending on class sizes).***
- ***There will only be two classes, per grade-level, eating in the cafeteria at any one time in 3rd-5th grades (depending on class sizes).***
- ***All remaining classes will eat in general education classrooms.***
- ***Taped X's will be placed on cafeteria seats where students will sit. Students will sit on X's only. This will support social distancing.***
- ***A rotating schedule will be in place for lunchtime cafeteria use. All classes will intermittently eat in the cafeteria, based on the rotation schedule.***
- ***Staff members will supervise students eating in the cafeteria.***
- ***Staff members will supervise students eating lunch in classroom environments.***

Classroom Seating Structure:

- Tables/Desks will be lined along the perimeter of classrooms to keep the view (of the front of the learning environment) unobstructed.
- Teachers will determine the number of students seated at each table by taking social distancing into account.
- The remaining students will be spaced/seated on the open area of the classroom floor in front of the tables. ***Students seated in the open areas of the classroom (away from tables) will have the option to sit on the floor or in a chair.***
- Teachers will deliver whole group mini lessons at the front of the classroom where all students can easily view them.
- Small group instruction will occur on the at the front of the classroom. Students (in each small group) will be seated and spaced appropriately. ****Tables could potentially be utilized, for small group instruction, if the number of students in the group is small enough for the table to accommodate appropriate social distancing.***
- ***A rotating seating schedule will be instituted where students will take turns sitting at tables and in the open areas of the classroom.***
- ***Tables will be wiped down by teachers prior to seating changes occurring.***
- ***Classroom rugs will not be present to avoid the potential spread of germs.***

Closures:

- From what the district has shared, certain portions of the school could potentially close and transition into digital learning, depending on if a case is identified and contained within a specific section of the school. However, if it is determined that the exposure was not contained to a portion of the school, then the entire school could transition into digital learning for a designated amount of time. This would be to quarantine students and staff to avoid spreading the virus across the school, as well as to clean the building in preparation for students and staff to return after the determined amount of time (per direction from the district).
- Also, please note that there is the potential of moving back to earlier phases if COVID-19 cases begin to rise within Fulton County, Georgia.

COVID Symptoms Holding Area:

- If a student is experiencing potential COVID symptoms, they will be quarantined and placed in a designated holding area and will be directly monitored by the school clinic assistant (Nurse Tammy). This space will serve as a holding area while a student is waiting for parent pickup.
- *Other potential holding areas have been identified if more than one student is exhibiting symptoms.*

Digital Learning (for absent students):

- Once full-on face-to-face learning is eventually in place, students ***will not*** receive digital learning when absent unless an entire class (or the entire school) has been identified to be quarantined at home for a designated amount of time.
- Isolated face-to-face absences will be conducted via makeup work (regular school process).

Hallway Transitions – Masks will be worn while in the hallways:

- Students will be directed to put space in between themselves and the person walking in front of them.
- Teachers must ensure that separation is in place between their class and other classes that are in transition during that time.
- Teachers will monitor their class line for appropriate spacing between students.
- Double hallway lines are not permitted (single file lines only with students walking along the blue tiles on the right-hand side of the hallway).

- Teaching teams will devise a hallway transition plan when students are moving from one class to another for English Language Arts or Mathematics instruction, based on Fulton County Schools mandated Continuous Achievement levels. This process will be accomplished to mitigate large groups of students congregating in bunches during academic transitions from one class to another class.

Impactful Decision-Making:

- Please know that all large-scale, impactful decision-making will be made with the support of district-level guidance. Decisions will not be made in a vacuum or in isolation.
- Parents will be informed of any large-scale decisions that will impact most students and staff.

Lunch/Breakfast Account:

- If your child(ren) eat a school breakfast and/or lunch, please be sure to deposit money into their account.

Media Center:

- For the time being, students will not be allowed to attend the media center. Ms. Bisanti is in the process of creating procedures to “bring the media center to students.”

Recess:

- **When transitioning to outdoor recess, classes will exit the building through the nearest exit door from their current location (ex: cafeteria, classroom, or specials class). Upon re-entering the building, classes must enter through the door that is nearest to their destination. *This process is to eliminate unnecessary movement throughout the interior of the building. *Students may wear a mask during outdoor recess time. However, it will not be required. Students will be expected to wear a mask during indoor recess time.***

Social/Emotional Learning:

- Fulton County Schools has adopted a “Student Success Skills” program (Rethink curriculum) to address the social/emotional learning piece that is more important now than ever, due to the return to school during uncertain times. These lessons will be taught multiple days per week in all grade-level learning environments. ****It is important to note that this program was previously slated to “roll out” this school year, prior to the pandemic occurring.***

Snacks:

- District-provided snacks will no longer be provided.

Specials:

- All specials classes will be conducted within the regular specials’ classrooms (gym, art room, music room & STEM lab).
- Physical Education – P.E. instruction will take place within the gymnasium or outside (weather permitting). There is the potential (depending on class sizes) that the designated physical education paraprofessional may take a determined number of students to another location to support appropriate social distancing. The goal will be to provide students with space for movement and exercise. ****Masks will be worn if a sit-down lesson/discussion is occurring. Masks can be removed (with social distancing in place) when more physical/strenuous activity is occurring.***
- Art, Music & STEM Lab – Students will be required to wear a mask when attending these three specials classes.

Student Restrooms & Sink Areas:

- K-5th Grades – These areas will be consistently cleaned and stocked by our custodial crew.

Student Supplies:

- Students will not be sharing supplies. They must use their own materials. Each student should have a pencil box or bag to house their materials.
- Students must bring a bookbag to school daily.

Support Teachers (TAG, EIP, ESOL & Special Education):

- Once full-on “Face-to-Face” Learning Begins - Support teachers will pull students to their designated classrooms as usual. ****Please note that students will be escorted to and from their general education classes by all support teachers. Students will not be allowed to transition from class to class without direct staff supervision.***
- Please note that TAG, ESOL & EIP teachers will not teach students face-to-face until “Phases 3 & 4” have passed and we are engaged in full-on “Face-to-Face Learning.”

Temperature Checks:

- Due to the generous donations of a few parents, River Eves currently possesses the capacity to perform temperature checks on every student at the beginning of each school day. Teachers will perform this as students enter the classroom each morning. However, we are still relying heavily on parents to be vigilant in checking your child(ren)’s temperature (every morning) before sending them to school. ****If your child is running a fever, please keep them at home for the safety of other students and families, as well as River Eves staff members.***

Transportation:

- Car rider tags will be assigned during the first drop off.
- Please ensure that the tag is displayed hanging from the rear-view mirror when picking up your child(ren). ***If the tag/placard is not present, the parent must park, come into the building, and present photo identification to receive their child(ren).***
- Bus riders will receive a bus tag, for their book bag, on their first day of attendance.

Water Fountains:

- The custodial crew will frequently clean hallway and classroom water fountains.
- ***Students will NEVER drink directly from any water fountain. Students should bring their own water bottle to refill while at school.***

