

# RIVERSIDE ELEMENTARY PLAN FOR AT-SCHOOL LEARNING



Welcome to a new year at Riverside Elementary! Thank you for your patience and support as we navigate through this uncharted territory together. We have developed this school plan with the academic, safety, and emotional needs of students and teachers in mind, as we implement [Jordan School District's plan](#). This plan is subject to change as the situation evolves and as we get additional direction from the State and Local Health Departments.

## Table of Contents

[School Begins](#)

[Classrooms](#)

[Before Coming to School](#)

[Hallways](#)

[Schedule for In-School Learning](#)

[Cafeteria](#)

[Schedule for Friday](#)

[Restrooms](#)

[Drop-off](#)

[Playground](#)

[Pick-up](#)

[PE, Drama, STEM & Computer Rotations](#)

[Checking Students Out](#)

[First Aid and Sick Child Care](#)

[Checking Students In](#)

[Special Education Classrooms](#)

[Public Doors: Entrance and Exit](#)

[Volunteers](#)

[Bus and Bus Zone](#)

## School Begins:

**Grades 1-6:** Tuesday, August 25, 2020

**Kindergarten:** Wednesday, September 2, 2020

Kindergarten Testing will take place August 25-September 1.

These start dates reflect a one-week delay approved by the JSD Board of Education.

[\\*Revised 2020-21 Calendar](#)

## BEFORE COMING TO SCHOOL

Each morning before coming to school, parents are asked to conduct temperature and symptom checks with their children. Parents should watch for the following with each child:

- + Feeling ill
- + Temperature of 100.4 or higher
- + Cough
- + Shortness of breath/difficulty breathing
- + Chills
- + Fatigue
- + Muscle or body aches
- + Congestion/Runny nose
- + Sore throat
- + Headache
- + New loss of taste or smell
- + Nausea or vomiting
- + Diarrhea

**If your child feels sick or has any of these symptoms, please keep them home. Please notify the school at 801-565-7484 if your child will be absent for illness or any other reason.**

**Please notify the school at 801-565-7484 if your student tests positive for COVID-19 or has been asked to quarantine.**

### Face Masks:

Be sure that your student has a clean face mask and brings it to school each day.

**Face masks** must cover the mouth and nose without openings that can be seen through, and should secure under the chin, and fit snugly against the sides of the nose and the face. Face masks must be worn, even when an individual is able to physically distance, except in very limited circumstances.

Face shields are **not** considered acceptable face coverings. If you need a face mask for your student, please contact the school office.

**Students that ride the bus will be required to wear a face mask.** Exceptions are outlined in the *appendix* of the [Jordan School District's plan](#).

[Back to Table of Contents](#)

## SCHEDULE FOR IN-SCHOOL LEARNING:

In-school sessions at Riverside Elementary will be **Monday through Thursday from 8:25-3:05**. Some students will be scheduled by their teacher to attend small group or individual sessions between **10:00 and 1:30 p.m. on Fridays**. Parents will be notified of their students' schedule prior to that day. For more information go to "[Schedule for Friday](#)"

## ARRIVAL AT SCHOOL:

1. Students should arrive at school no earlier than 8:10 am. (Or come to breakfast 7:55-8:25 a.m.) There is no supervision outside before 8:10, so students are not allowed to be dropped off early.
2. Upon arrival, students will line up at their grade level doors on spaces marked with their teacher color. (There will be no playing on the playground before school begins) [Please see map for the location of grade level doors.](#)
3. Students should wear a face mask and keep it on while waiting in line and all times while in the building.
4. A teacher from each grade level will let students in the building when the bell rings. Students will walk to their classrooms where their teacher will greet them and help them apply hand sanitizer before entering the classroom.
5. If there is inclement weather, a red flag will be posted by the main doors. Students will enter through the main doors and go directly to their classrooms to wait for the bell.

Physical distancing marks are on the blacktop for class line up areas. All grade-level entrances are marked with a large grade number ([see map](#)). Students should have face covering on while waiting in line and BEFORE entering the building.

## SCHEDULE FOR FRIDAY

Friday is considered a school day and will be treated as such. All students will be engaged in meaningful learning. Some of that learning may include online learning, assignments and activities that give students an opportunity to practice and solidify skills and concepts they've been working on in person, or working with the teacher individually, in small groups, or as a class either virtually or in person. Teachers will communicate in advance so parents know what the expectations are for their children each Friday.

As teachers will be targeting their Friday activities to meet the specific needs of their students, each Friday will look a little different. If your child is scheduled to work with his teacher in person on Friday, the teacher will communicate with you so you know the specific time set aside for your child.

Each teacher will have a 30 minute Office Time when they will be available to talk with parents, make phone calls, and answer emails. The rest of their day is spent with targeted instruction and interventions for students, professional development, PLCs, and planning.

We will also have lunch available for our students on Fridays from 11:45-12:45. This will be grab-n-go style and is available at the regular lunch price your child normally pays. If desired, your child can also purchase a grab-n-go breakfast for Saturday at the same time, for an additional regular price. Please let your students know which meals you want them to take so you do not have surprise charges on their lunch accounts. Please enter the west cafeteria doors (same doors used for breakfast each morning).

***Please note that crossing guards are only available at limited crosswalks from about 10:15-10:30 a.m. and again from about 1:20-1:40 p.m.. Those times may not coordinate with your child's appointment to work with his teacher or with our Grab-n-Go Lunch time. Please make sure a trusted adult is available to safely get your child to and from the school.***

#### **DROP-OFF:**

To help us maintain an orderly Drop-off/Pick-up area, please observe the following rules:

- Please do not drop your student off more than 15 minutes before school begins (unless dropping them off for breakfast beginning at 7:55).
- Student Drop-Off Area is located in the **SOUTH PARKING LOT ONLY**.
- The **NORTH** Parking lot is a **BUS ZONE**. The North parking lot is for faculty and staff only.
- Parents will pull forward to the crosswalk (without going past it) when dropping off students so more parents can access the parking lot at a time.
- Pull completely forward and fill in the gap in front of you.
- Parents will stay in their cars at all times while in the drop off lane.
- Students should quickly exit the vehicle on the passenger side only (from the inside/curbside lane only).
- Students should put their face coverings on upon exiting the vehicle or entering school grounds.
- Parents are encouraged to use the drop off lane rather than parking to walk their children to their grade level line.
- Parents walking to school with children are encouraged to walk them to the school property, then allow their child to enter the school grounds on their own.
- Students will immediately line up with their class upon arrival.
- Masks must be worn by students while in line, as physical distancing isn't feasible.
- When using the parent parking area, please cross at the crosswalk. When you come to the school for any reason other than drop-off (even if it is quick), **please park your car in a designated parking space**. Please do not leave your car in the drop-off/pick-up zone (this area is also used for police and fire emergency lanes).
- [Please see the parking lot map for more information](#)

[Back to Table of Contents](#)

### PICK-UP:

- Parents are encouraged to be prompt in picking up their children.
- After school, students will exit the building using their assigned doors.
- The North parking lot will be used for buses only.
- The South parking lot is designated for parent pick up of students.
- Parents will pull forward to the crosswalk (without going past it) when picking up students so more parents can access the parking lot at a time.
- Parents will stay in their car at all times while in the pick up lane.
- Students should quickly enter the vehicle on the passenger side only from the curb (no entering vehicles that are in the inside lane).
- Parents are encouraged to use the pick up lane rather than park and find their children on school grounds.
- Parents who walk their students home are encouraged to meet their child away from highly congested areas.

### CHECKING STUDENTS OUT:

To reduce the number of people in the office, we will be asking parents and guardians to call the office when they arrive at the school and let us know that you would like to check out your student(s), and the color and make of your car. Someone from the office will accompany your child(ren) to your car. We will need to see your driver's license when we arrive at the car before we are allowed to release the student(s) to you. Please do not call until you are actually at the school. We do not want children waiting in the office. **Office Phone: 801-565-7484**

If you prefer to come into the building to check out a student, we ask that you wait in the main foyer while we call your student down to the office. If you are checking out a student, you will need to have an ID with you.

### CHECKING STUDENTS IN:

If your child is arriving after 8:35 a.m., please call the school office at **801-565-7484** to let us know they need to be checked in, then send the child to the office through the front entrance. A mask must be worn before entering the school building. You may also send your child with a note instead of calling. Parents do not need to be present to check their students in.

### \*PUBLIC DOORS- ENTRY AND EXIT

All doors throughout the school will follow the same protocol we currently have in place for hallway walking: "Use the RIGHT Side!" As you walk into the building from any set of doors, use the RIGHT side to enter the building. Similarly, when walking out of the building, use the RIGHT side to exit the building. ([See Map](#)) Signs will be posted on outside doors to serve as reminders.

[Back to Table of Contents](#)

## Main Doors (Front of School)

Visitors and students who are checking in or out or who arrive at the school after the bell rings in the morning will enter and exit the building using the main door on the RIGHT side.

The office now has a **video entry pad**. In order to come into the office, please use hand sanitizer and then press the call button on the entry pad on the wall to speak with the office. The office can then press the release for the door to open if you need to drop something off in the office. If you are coming to pick up a student, we ask that you wait in the main foyer while we call your student down to the office. If you are checking out a student, you will need to have an ID with you.

All visitors who enter the building will need to **wear a face mask**. If you are coming to drop off items for your student, leave the items with the office and we will deliver them to your student.

## BUS and BUS ZONES

**Busing is only available for our students who are in special programs. Face coverings must be worn by students, drivers, and other passengers before entering the bus.** Exceptions for students are outlined in the appendix of the [Jordan School District's plan](#). Strategies will be implemented to ensure driver and student safety on buses. Protocols will be established to minimize mixing of students from different households with regular cleaning and disinfecting seats and other high-touch surfaces.

Our school bus lane is located in the north parking lot. We have **painted yellow lines** to keep students from getting too close to the buses as they arrive and depart.

When students arrive, they will be greeted by their teachers who will escort them to their classes. Students will not be excused at the end of the day until their bus has arrived.

## CLASSROOMS

Teachers will be spacing desks as far apart as feasible and facing desks in one direction. Teachers are working to reduce sharing items or sanitizing between users. We will be using seating charts to facilitate contact tracing. Students will be washing their hands when they come in the morning, before and after recesses and lunch, and at the end of the day.

Teachers will be able to take classes outside (weather permitting) during the day.

Teachers and students are to wear face masks in the classroom.

[Back to Table of Contents](#)

## HALLWAYS

Hallways will be marked to help with social distancing. Main hallways will have large arrows so teachers can help students stay to the right as they move to recess or lunch. Hallways near the classrooms will be marked with arrows so students know how to self-distance when lining up outside the classrooms. Students and staff will wear masks at all times in the building.

## CAFETERIA

Students will wash their hands before entering the cafeteria and will keep masks on unless they are sitting at their tables eating. Each student will receive a lanyard at the beginning of the school year to hold their mask so it will not fall or get lost while students are eating. The cafeteria tables will be marked for physical distancing and will be cleaned after each grade leaves the cafeteria. Hand sanitizer will be available before going outside.

Cafeteria breakfasts and lunches will be provided in grab and go disposable containers. We will not have our fresh fruit and vegetable bar. Vegetables and fruits will be furnished in the grab and go containers. Breakfasts cost \$0.80 and lunches cost \$1.75. Parents can apply for free or reduced lunch prices by going to the [Jordan District Nutrition Website](#) for directions. [Breakfast and lunch menus](#) are available with nutrition information.

We suggest students bring disposable bags if they are bringing lunch from home. If students bring a lunchbox to the cafeteria, we will have them walk through the hallway after lunch and place their lunchbox by the classroom door and then proceed outside.

**\*ONLINE STUDENTS can pick up GRAB and GO lunches Monday-Thursday from 1:00 to 1:15 p.m. (Regular charges apply) To help us with quantities needed, please email the lunchroom each morning by 9:00 a.m.**

## RESTROOMS

Each grade is assigned restrooms for them to use and teachers will stagger restroom use where feasible. Signs will be placed in all restrooms by each sink with proper hand washing protocols.

Students must wear face masks when using the restroom. Restrooms will be cleaned and disinfected throughout the day and deep cleaned at the end of each day;

Teachers will teach proper hand washing protocols and remind students often.

[Back to Table of Contents](#)

## PLAYGROUND

We will be encouraging students to participate in fun activities that already support social distancing. We will have only one grade level out at recess at a time. Students will be washing their hands before and after recess. Each classroom will have equipment for students to use during recess.

We will try to teach new games during PE that can be played while maintaining physical distance. Parents can help by teaching their children games to play. Here is a [fun PE Games website](#) with lots of ideas.

## PE, Drama, STEM and Computers

Students will have one rotation class each day. PE will be held outside as much as possible. Students will be engaged in activities that naturally facilitate physical distancing. If the temperature is too hot, too cold, or if it rains, PE will be held in the gym. Our other rotation teachers will be coming to the classrooms. Any items that the students use for rotations will either be checked out to them for their sole use or will be cleaned before use by another classroom. Students will wash their hands before and after rotations.

## FIRST AID and SICK CHILD CARE

Basic first aid supplies will be available in all classrooms. Teachers will assist students with minor injuries. Students needing to call home will be calling from the office. The phone will be disinfected between each use.

Students in the office for medication, support from administration, or any other reason will be kept away from any child exhibiting signs of illness. Surfaces will be cleaned after visitors and students leave the area.

A quarantine room is located near the office for students who are ill and waiting to return home. We ask that parents come as quickly possible when notified that a child needs to come home. This quarantine space will be cleaned after the sick student leaves for home.

[Back to Table of Contents](#)



## SPECIAL EDUCATION CLASSROOMS:

Special Educators will be trained on how to implement strategies to identify and mitigate risk in the classroom. Personal protective equipment will be provided to aid with one-on-one close contact to ensure students with disabilities have equal access to education.

Students will be required to wear a face mask in the classroom unless they qualify for an exception as outlined in the appendix of the [Jordan District Reopening Plan](#). Reasonable accommodations will be offered for students who are unable to wear face coverings in settings where it is required for other students.

Equipment and support will be provided to each unique special education position. Regular sanitation of learning equipment will take place. Options will be provided for both virtual and face-to-face specially designed instruction and therapy. Alternative approaches will be used to increase hygiene and physical distancing in small group and individual sessions.

Staff will review all current Individual Healthcare Plans, 504 Accommodation Plans, and Individualized Education Plans (IEP) for accommodating students with special healthcare needs and update their care plans as needed. Accommodations using PPE and social distancing measures will be made when working with students who are unable to wear face coverings.

## VOLUNTEERS

We love having volunteers in our building and appreciate the involvement of parents. During this unique time we need to limit the number of visitors and volunteers to events such as assisting with hearing and vision testing. There are many ways you can still volunteer. Communicate with your student's teacher or the PTA to help with needs that can be met without being here at school. We look forward to the time when we can welcome volunteers back to the building. Any classroom volunteers will need clearance from administration to work in the school.

- Signs will be posted in the main foyer to encourage self monitoring of CoVid-19 symptoms.
- Visitors will remain in the foyer, interacting with office personnel through the intercom system whenever possible.
- Entry to the office will be permitted only if needed (ie dropping of medication)
- Only essential visitors will be allowed into the school. (i.e. PTA volunteers on PTA business)
- Visitors entering the school past the office will complete a symptom and temperature check.
- Visitors must wear masks upon entering the school building.

[Back to Table of Contents](#)