

Reopening Plans for Glen Acres

The Lafayette School Corporation (LSC) /Glen Acres Elementary School will open for the 2021-2022 school year under the guidelines and recommendations from the Center for Disease Control (CDC), the Indiana Department of Education (IDOE) and the Tippecanoe County Health Department (TCHD).

By implementing as many of the guidelines and recommendations as possible, LSC believes we can open schools for the 2021-2022 school year with an In-Person model. Students, staff, parents and community members will continue to experience new preventive and mitigating measures as they enter our buildings. The new measures are being initiated for the health and safety of every person who enters any LSC building or visits one of LSC's many events and activities.

Instruction

In Person

The In-Person model will have students attending a normal day of instruction at their assigned school. While students will attend a normal instructional day, there will be numerous new health and safety protocols in place. Social Distancing will be a high priority.

Students will begin school on Tuesday, August 10, 2021 with a full day of instruction. Busses will run, and breakfast and lunch will be served. Oakland Elementary will begin their 2021-2022 school year on July 30, 2021.

E-Learning

An E-Learning opportunity will only be available for students who provide a note from their family medical provider that it would not be in the students best medical interest to attend school in person. The LSC administration will review each medical note for approval or denial.

Vaccines

The LSC will not require or mandate any staff member or student to have a COVID-19 vaccine. The LSC recommends that staff members and families consult with their family medical provider for questions or concerns regarding a COVID-19 vaccine.

Preventative Measures

TCHD has provided a checklist for families, students, staff, and visitors to educate everyone about their personal responsibilities before entering school, while at school, and after leaving school. The checklist should be used each day to ensure the safety of everyone. It is our expectation that staff will do their part to complete a self-screening before entering school each day. COVID-19 training has been provided through Safe Schools prior to staff returning. If at any time someone within the school setting tests positive for the COVID-19, we will follow the LSC and TCHD guidance to determine mitigation procedures.

- Signs will be posted around the building to remind others of proper social distancing measures.
- Signs will be posted on the door limiting visitors from entering the buildings. Parents and visitors are discouraged from entering the building.
- For early dismissal, parents will call the office or ring the bell and the student will be released out through the foyer.
- The front office conference room will be used as a holding room for students or staff exhibiting symptoms.
- Visual social distancing reminders will be marked throughout the building.

Administration, teachers and staff members will educate our students about the practices and procedures Glen Acres are implementing with regards to personal hygiene, bathroom breaks, water bottle fill-up, hallway procedures, classroom procedures, school bus protocols, and the many other precautions being taken to keep things cleaned and sanitized.

Teachers and staff members will be trained on what to look for and will notify the school nurse and administration if they notice one of their students might not be feeling well. **NO ONE SHOULD ENTER SCHOOL IF HE/SHE IS NOT FEELING WELL, HAS A FEVER, OR HAS BEEN IN CONTACT WITH ANYONE WHO IS ILL.** The administration, teachers, staff members will all be trained about the symptoms of COVID-19 and will take immediate action to remove anyone from school who is ill.

The LSC teachers, will receive COVID-19 training before the students return.

If at any time during this process, someone within the school setting tests positive for the COVID-19, the administration will follow the CDC, IDOE, and Tippecanoe County Health Department guidelines to determine mitigation procedures. Each situation will be considered on a case-by-case basis.

Face Mask will be required

- Due to the recent up-tick in COVID-19 cases, beginning on Monday, August 9, 2021, Face Masks and/or Face Coverings will be mandated for all non-vaccinated and vaccinated individuals while indoors in a Lafayette School Corporation's building. This recommendation falls in-line with the current CDC's, State of Indiana Health Department's and the Tippecanoe County Health Department's recommendations. There may be times when masks will be allowed to be removed during the day such as breakfast, lunch and other times deemed necessary. The
- Lafayette School Corporation will continue to monitor the CDC, the State of Indiana Health Department and the Tippecanoe County Health Department for future updates and guidance

Arrival

- ***Doors open at 7:45am***
 - 1st – 4th students will be directed to sit in the gym (social distancing)
 - K students will be directed to sit at the cafeteria tables (social distancing)
 - There will be dots on the floor or tables for students to sit on to promote social distancing
 - Aides/Paras will help with supervision in the 2 different areas
 - Students will enter the classroom at 8:10 (same as last year)
 - Students will wait on the bus until they are dismissed at 8:10
 - Students will be required to keep their masks on until they are released off the bus

Dismissal

- Bus riders will be walked out to busses social distancing as possible (1 grade level at a time)
- Walkers will be walked outside social distancing as possible (1 grade level at a time)
 - Teachers will wait in their hallway until they hear the bell
- Car riders – K-4 will be in the gym waiting on a social distancing dot for their number to be called.
- Aides and Paras will be used to help supervise and to allow for social distancing.
- 1st couple weeks of school, bus riders will have a colored label that coincides with their bus number. They will receive a new label each day.

Classrooms

Parents will be notified of teacher names via PowerSchool, and it will be pushed out via school messenger. Back to School Night will also be August 5th 5:30 – 7pm, where parents will have the chance to meet the teacher.

- **Structure**

- Students will sit in desks that are all facing the same way
- When desks aren't available tables will be used and social distancing will be done to the best of the teacher's ability
- There is an option of teachers using community supplies within the classroom. These will be cleaned if there is a positive case in the classroom.
- Student will have assigned seats and spots on the carpet
- Desks will be moved as far as possible to promote social distancing
- Coats will be separated by a barrier between each hook (this is already in place)
- The school has purchased ***Adventure to Learning*** to help with Brain Breaks
- All supplies will be provided by the school
- Binder to be taken home daily

Special Education

- Case Conferences will continue regardless of school status or closure.
- Case Conference committee will determine how and when Case Conference meetings will be held.
- Case Conferences will be limited to essential staff as mandated by Article 7.
- If a student is quarantined at home due to COVID-19 infection or exposure, then the Case Conference committee can determine if homebound services are needed. Denona Pryor will need to be contacted.
- Medically fragile students seeking services through homebound will need the following:
 1. Doctor's note.
 2. Letter of incapacity.
 3. Release of information signed.

Small groups/Interventions

- **Title aides and Paras**
 - Aides will be given a schedule to follow. They will push into classes and pull small groups
 - Before entering a new classroom, they will wash hands or use sanitizer
 - Aides/Paras can work 1 on 1 or with a small group
- **ELL**
 - Push into classrooms and team teach with grade level teacher

Office/Staff Work Space

- Spacing
 - Circles on the floor to show where parents should stand if they were in the office
 - Plexiglass will remain on the office desks
 - Desks for students struggling to stay in the classroom will be spaced according to social distancing guidelines
 - Parents will sign in and out in the breezeway. Only students will be admitted unless there is a specific reason.
 - Work Space
 - Several copiers throughout the building

Nurse

- Beds
 - Move one bed into another room for students that might have COVID-19 symptoms
 - 2 beds remain in the nurse's room
 - Social distancing dots for waiting on the nurse
 - Upon entering and leaving the nurse's station students will either wash hands or use hand sanitizer
 - Beds and chairs are wiped down between each use.

Visitors:

- Visitors will sign-in in breezeway. There will be a checklist of symptoms to refer to before entering the building.
- Store bought/pre-packaged birthday treats will be allowed, but no presents or balloons

Recess/Lunch

- *Staffing*

- 6 supervisors (with the possibility of hiring 2 additional if funding allows)
 - 1 grade level will eat at a time in the cafeteria.
 - Students will sit on one side of the table.
 - Lunches will be 20 minutes
 - There will be 10 minutes in between each lunch to sanitize before the next group.
 - Supervisors will have a station assignment. Students will be able to choose an outside station during this time.

Specials

- *Schedule*
 - Specials will be done in their designated rooms
 - Library will start the year with a focus on SEL extension and typing.

Field trips:

- Will be able to be scheduled this year
- Field trips may be canceled at any time if COVID-19 guidelines indicate
- Face masks must be worn on the bus for field trips
- COVID-19 guidelines at the field trip location/venue must be followed

Bathroom:

- Teachers will discuss within their grade level a time for bathroom breaks.
- Students will be able to use the restroom on their own in an emergency situation

Registration

- LSC registration will be three days this year. The dates are as follows: July 27th from 9am-4pm, July 28th from 9am-4pm, and July 29th from 12pm-7pm.
- Stations will be set up around the school for families to complete the registration process. Stations will take social distancing into consideration.
- Returning parents are being encouraged to complete registration online to allow only kindergarten and new students to complete onsite registration. We will start calling on Wednesday, July 15th. If you are able to help, please let us know.

Open House – August 5th 5:30 – 7pm

Kindergarten – Sit down meeting with parents prior to school to discuss expectations and answer any questions.

1st – 4th – Open House – Pop-in and meet the teacher

- Teacher will also record a video introducing themselves and the expectations for the year. This will be uploaded to YouTube and sent out via Class DoJo, Messenger, and uploaded to Canvas
- Teachers will continue to use Canvas this year. This will be the starting point for all eLearning days.

Measurements for Social Distancing (3 feet)

168 ft – **Kindergarten hallway** (56 students on each side = **112**)

180 ft – **1st/2nd hallway** (60 students on each side = **120**)

199 ft – **3rd/4th hallway** (66 students on each side = **132**)

97.6 ft x 65.8 ft – **Gym (320 students)**

Bus Labels

Bus 20 Purple

Bus 19 Blue

Bus 7 Orange

Bus 16 Green

Bus 47 Red/Orange

Bus 2 Black