

Parent Guide to Re-Entry, 2020-2021 School Year

Health and Safety

Redding Elementary School will follow the district guidelines for health and safety including: health protocols, wellness screenings, social distancing, frequent hand washing, appropriate PPE, and avoid touching the T-Zone.

School Environment

Redding Elementary will follow district guidelines for communal spaces (cafe and playground), classrooms, hallways, and restrooms. We will utilize strategies to maintain social distancing in these areas as much as possible. Visuals will be posted to reinforce social distancing and proper handwashing.

Arrival

- Parents are encouraged to transport their children to school.
- Drop off begins daily at 8:00 AM at door #5 (Far north parking lot, playground area)
- A Redding staff member will be stationed at this door to greet and assist students from 8:00-8:40 AM. The gate will close promptly at 8:40 AM. Parents will be responsible to walk their students to door #3 (main office) any time dropping off beyond 8:40. Parents will no longer be admitted inside the building, or office. Please call 812-522-5621 should you need to schedule an appointment.
- Arrival procedures will accommodate for social distancing as much as possible.
 - One way traffic patterns will be implemented where possible.
 - We will use floor stickers and other types of markings to maintain proper social distancing in the cafeteria lines, hallways, restrooms, etc.
 - Bus riders will enter door #2.
 - Car riders will enter door#5.
- Students will enter the building and go straight to their classrooms. We will have assigned staff supervising various grade levels socially distanced sitting areas marked by sit spots in hallways for students who arrive between 8:00-8:15. Teachers will escort students to their classrooms at 8:15.
 - Students choosing to eat breakfast will eat in the cafeteria with proper social distancing measures in place. Assigned seating will be provided per grade level rows in the newly designed cafeteria floor plan to allow for social distancing.
- Students are strongly encouraged to wear masks when arriving at school.
- Instruction officially begins at 8:45 AM. All students are expected to arrive at their classrooms prior to this time.

Dismissal

- Again, parents are encouraged to transport their children whenever possible. Due to increased numbers, we will begin car rider dismissal as early as 3:00 PM to allow for hallways to be cleared before dismissing bus riders. A staggered dismissal of grade levels has been created to allow for social distancing in the hallways.
- For safety and security purposes, families are encouraged to wait until 2:45 PM to begin lining up for car rider dismissal.
- Dismissal runs from 3:00-3:35 each day. Historically, parents who wait until later in this dismissal window have had an easier time navigating parking lot congestion and traffic.
- Families with last names A-I are assigned to Door 4, front door pickup. Families with last names J-Z are assigned to Door 5, back door pickup.
- Please follow the traffic lines painted in your designated areas to help us stack as many cars into the lot and off of the highway as possible.
- Sit spots will be spray painted at door 4 along sidewalks running parallel to the building in front of K classrooms. Sit spots will be painted on both sides of the split sidewalks at the door 5 dropoff areas. Students will be expected to sit on a socially distanced spot while awaiting their ride.
- Students will be encouraged to wear masks and maintain at least 3 ft of distance from others while exiting the building.
- Early Bus Riders
 - Early bus riders will be dismissed at 3:10 PM. Teachers are expected to lead their groups in staggered patterns, with gaps created between grade levels. Students will be encouraged to wear masks and maintain at least 3 ft of distance from others while exiting the building.
- Late Bus Riders
 - Late bus riders dismiss between 3:45 and 4:05 daily depending on bus route.

Classrooms

- The classroom structure and setup will require increased spacing between students.
 - All classrooms have made special seating arrangements to accommodate social distancing between students.
 - Assigned seating required.
 - Seats have been rearranged to increase space between students, minimum of 3 ft.
 - Seats are facing in the same direction.
 - Classrooms equipped with tables as student seats have had custom table dividers ordered to accommodate 4 students per table while maintaining safety.
 - Classes will move outdoors on occasion whenever possible.
 - Special accommodations have been made by teachers to allow for small group instruction with sit spots and/or sneeze guards.
 - Students are encouraged to wear masks whenever social distancing is not possible.

Instruction

- Classroom teachers will use Google Classroom as a platform for delivering instruction.
 - Students will have the option of attending school in person or online.
 - With the uncertainty of COVID-19, there may be rolling school closures that require us to shift into E-Learning quickly. Students will be trained and acclimated to Google Classroom to allow for a smooth transition should this be the case.
- Online/ Remote learning should look very close to the traditional model of classroom instruction. Students learning remotely will have access to live/recorded daily lessons from their classroom teachers and are expected to keep up with the daily rigor of the classroom, while being held accountable to all assignments and assessments.
- Students participating in remote learning will be held accountable to daily attendance and completion of work.

Cafeteria

- All students will have lunch in the cafeteria.
 - Each grade level will have an assigned 30 minutes of lunch. There will be 5 minutes between groups to allow for proper cleaning and sanitation.
 - Tables will be broken apart into ½ tables and will all face in the same direction.
 - Proper social distancing measures will be in place.
 - Assigned seats.

Recess

- Students will receive a daily scheduled recess and teachers are encouraged to take an additional recess break with their classes.
 - The playground will be divided into 4 or 5 zones for individual classrooms to host recess.
 - Zones will be rotated daily to provide equity.
 - Students will use hand sanitizer prior to entering and exiting the playground.
 - Playground will be thoroughly sanitized daily.
 - Social distancing guidelines will be in place.

Open House

- We will not host a live, in-person Open House for the 2020-21 school year.
- Parents will be contacted by their classroom teachers on Thursday, August 6th.
- Teachers will be asked to record a video, slideshow, and/or screen cast to introduce themselves to students and families virtually. These presentations will be available for families to view as early as 5:00 PM on August 6th. Please visit <http://redding.scsc.k12.in.us/> to view your teacher's presentation.

- Families are encouraged to share transportation information with teachers so we can properly plan for dismissal on the first day of school and beyond.

Specials

- Traditional specials in regular special classrooms.
 - Seats rearranged to increase space between students to a minimum of 3 ft.
 - Seats facing in the same direction.
 - Assigned seats.
- No in-person performances scheduled for 2020-21
- Specials will meet as normal
- Cleaning will be done in between classes as needed
- Library books will be isolated for 24 hours when returned

Supplies

- Classroom supply lists will be cut down to the necessities.
- Supply lists are available on our school website <http://redding.scsc.k12.in.us/>.
- To be prepared for any school closures that may arise, it is recommended that students be prepared for both home and school work settings by having access to materials associated with learning at home.

Safety Drills

- Considerations for social distancing will be taken into account when performing any fire, man-made, tornado, or bus evacuation drill.
 - We will follow all state mandated drill requirements and the guidelines set forth by the IDOE.
 - Safety is our top priority. We will put measures in place to ensure drills are conducted in a safe and efficient manner. Ex. Smaller groups practicing at one time.

Restrooms

- All classrooms will avoid congregations at restrooms.
- # of kids allowed in bathroom at a time will match # of stalls available.
- Social distancing markers at water bottle filling stations. No drinking fountains.

Transportation

- Seymour Schools will be encouraging parents to drop off and pick up their students to limit bus capacity.
- Assigned seats on buses. Masks will be strongly encouraged.
- Traditional field trips have been eliminated for the 2020-21 school year.

Clinic

- Non COVID-19 Related (Current Clinic Space)
 - Students who do not display symptoms of COVID-19 will be seen and treated in the nurse's clinic. These would include students who are injured during the school day or students with special health care needs such as those with chronic health conditions, those requiring medical treatments, and those with individual health plans.
 - Special steps have been put into place by the teaching staff to avoid congestion in the clinic and to reduce visitors.
 - A record will be kept of all persons who entered the room and the room will be disinfected several times throughout the day.
- Should we have a student, or staff member show symptomatic signs of COVID-19, a special room has been set aside while being evaluated, or waiting to be picked up.
 - Strict social distancing and PPE will be required in this room and the clinic.

Special Education and English Language Learning Services

- Special services will continue to be provided for students who qualify.
 - Teachers will maintain the service schedules, while keeping students in their class cohorts.
 - Social Distancing measures will be in place
 - Sneeze Guards and barriers will be used in small group instruction
 - Assigned seats
 - Cleaning will be done in between classes as needed

Instructional Assistants

- Instructional assistants will continue to provide services for students as usual.
 - Proper PPE will be provided along with social distancing measures for working with students.

Visitors

- Redding Elementary will be closed to parents and community members until further notice. Appointments may be scheduled for necessary in-person meetings. A meeting area will be set up in our front lobby to maintain safety protocols.
 - Parents and family members will not be admitted to eat lunch with students.

