



Heritage Elementary COVID Safety Plan 2020-2021

This plan was developed with the cooperation of the Medina County Health Department, District Staff, and a team of educational professionals at Heritage Elementary consisting of teachers, custodial staff, food service, and administration. We are very proud of our plan as we have spent a great deal of time developing this plan in order to ensure the utmost safety of our students, parents and staff.

Please take time to read through this plan and become familiar with the measures that will be in place to make the 2020-2021 a safe and learning-filled school year. The plan also details what you as parents can do to help keep kids healthy and in school.

Arrival/Dismissal/Buses

Arrival

Upon arrival each day, all students will head straight to their classrooms maintaining a social distance of at least 3 feet and be required to wear masks.

Students should not arrive on property until 8:20 AM.

Arrival: Stagger students into the building at 8:20

- All students wear masks at arrival and dismissal. Students need to be socially distant at least 3 feet or 6 feet when possible. Spacing monitored by paraprofessionals on duty.
- Staff greeting students at the door will administer hand sanitizer.
- Students arrive and report directly to homeroom.
- Breakfast: Cafeteria
- Bussers: Cafeteria until released

Dismissal:

- Students will be socially distanced during dismissal. (More details to come next week)
- Times for dismissal:
 - Daycare: 2:50
 - Bussers: 3:00
 - Walkers: 3:05
 - Car Riders: 3:10 (Parents will not be able to get into the front loop before 3:10)
 - The Staff Parking Lot is only for Arrival, not dismissal. All car riders will need to be picked up in the front bus loop.
 - If your child is a car rider, please put a sign in your window with your last name.



Daily Safety Checks

Each morning parents are asked to perform a daily health check. Please use [this checklist](#) as your guide..

- Parents need to have access to a thermometer in order to complete the assessment.
- If your child exhibits any symptoms on [this checklist](#), the office must be notified immediately and your child must remain at home.
- The school nurse will work with families to determine next steps.
- Students will not be allowed to return to school until cleared by their physician with a signed note.
- There is no perfect attendance award this year.
- Parents need to self quarantine students for 14 days if travelling to states that the Governor has deemed high-covid risk. [This list](#) is updated according to the Governor's orders. Such travel plans must be communicated to the office staff as soon as possible.
- Staff members are also required to conduct a daily self assessment.



Social Distancing/Masks/Hand Washing/Restroom Use

Both staff and students are to remain masked per [Governor DeWine's order](#) and at least 3 feet apart. Students should have their own masks. If they do not have a mask, the district will provide a disposable mask.

MASKS

- In consultation with the Medina County Health Department please be aware:
 - "Any cloth face covering" is approved at this time

- Desks will be spaced at least 3 feet apart and sanitized multiple times each day.
- All materials remain at student desks each day. Please keep unnecessary materials to a minimum.
- Bring extra water because the use of drinking fountains will not be permitted.
- Students assist with desk washing multiple times throughout the school day. All sanitizing materials are safe for student use.
- There are restroom breaks for students/scheduled breaks for K-1 classrooms throughout the school day.
- There are a specific number of students permitted in restrooms. Students will follow the directions listed outside of the restrooms.
- Students are permitted to use the restroom if necessary outside the scheduled times with teacher permission.
- Students will be instructed how to check the restroom for number of students.
- Hallways are marked down the center to ensure 3 foot distance.
- Students will wash hands multiple times throughout the day.
- Hand sanitizer is readily available-please send individual sanitizer if possible.

Recess/Meals/Special Areas

There will be limited time spent out of the homeroom classroom space.

- Lunch will be eaten in the classroom.
- Breakfast will be in the cafeteria. Students eating breakfast will be permitted in the building to eat by 8:00
- Desks will be sanitized before and after meals/snacks.
- Students may bring lunch and snack from home.
- Students should not share food or drinks.
- There will be no snacks for sale in the cafeteria.
- Students with allergies will have parents work with school nursing staff, teacher and principal to develop a plan.
- Classrooms will have a scheduled 25 minute recess each day.
- Playground equipment will be disinfected each morning.
- Students will wash their hands or sanitize before recess and after recess.
- Students will be assigned to a group of the same 2-3 students (pods) to play with each day.
- Encore teachers (Art, Music, Media) will take place in homerooms. Encore teachers will travel to student homerooms. P.E. will be outside or in the gym.

Student Sign-in

Please follow these directions to sign-in a student when returning to school from an appointment or arriving late to the building.

- The parent and student will enter the vestibule together.
- The parent and student must have a mask on.
- The parent signs the student in on the attendance log which will be located in the vestibule.
- After signing the student in, the office staff will unlock the door for the student to enter the office. The parent must remain in the vestibule.

Student Sign-out

Please follow these directions to sign a student out when leaving the school.

- The parent will call the office phone number (330-636-4400) and provide the name of the student they are picking up. The parent/guardian may be required to show ID.
- The parent will enter the office vestibule.
- The parent must have a mask on when entering the vestibule.
- The office staff will call the student down to the office.
- The parent will sign the student out on the attendance log in the vestibule.
- The parent waits in the vestibule for their student.
- Once the student arrives, the parent and student may leave.

Other Considerations

There are many other considerations as we learn more about the COVID 19 virus and what is best practice throughout the school year. Please understand that our plan changes as we learn more and adjust what will keep our students, families and staff safe and healthy. Here are a few other considerations.

- Visitors are not permitted in Heritage Elementary at this time.
- Food deliveries for staff and students is not permitted at this time.
- There is no perfect attendance awarded this school year.
- All meetings with parents will be virtual including IEPs, meet the staff, and parent conferences

- Students are not permitted to bring birthday treats or other food items to share at this time.
- There will be no field trips
- Singing is not allowed in the regular classroom or in music. Humming is allowed.
- There will be no library book check out.
- Sharing of classroom or art supplies will not be permitted.
- All recess/PE equipment will be sanitized daily.
- No games, recess balls or toys may be brought to school from home.
- In regular classroom/recess/PE students will be assigned to a pod (group of 2-3 students) for the entire school day/year.