



## Return to Learn Plan

Principal: Lisa Russell

*Items in this document are not permanent and will be under a cycle of review.*

*Per the Public Health Order from the St. Joseph County Health Department, staff and students are required to wear a mask that covers the nose and mouth.*

*Students and staff should do their best to practice social distancing, attempting to maintain 6 feet between individuals whenever possible.*

CATEGORY	CONSIDERATIONS
Arrival	<p><b>OUTDOOR SUPERVISION:</b></p> <ul style="list-style-type: none"> <li>● Staff will be strategically placed around the building for student safety and supervision.</li> </ul> <p><b>BUSES:</b></p> <ul style="list-style-type: none"> <li>● Immediately upon arrival, buses will unload one at a time with supervision.</li> <li>● Students enter the door closest to their classroom.               <ul style="list-style-type: none"> <li>○ K-2 bus riders - Door A</li> <li>○ 3-5 bus riders - Door F</li> </ul> </li> </ul> <p><b>CARS:</b></p> <ul style="list-style-type: none"> <li>● Upon arrival, students will exit their vehicle as directed by staff. Parents are to remain in their vehicles.</li> <li>● Students enter the door closest to their classroom.               <ul style="list-style-type: none"> <li>○ K-2 car riders - Door C</li> <li>○ 3-5 car riders - Door D</li> </ul> </li> </ul> <p><b>UPON ARRIVAL TO CLASSROOMS:</b></p> <ul style="list-style-type: none"> <li>● Students will wash their hands/utilize hand sanitizer.</li> <li>● All materials should be present at school (no backpacks).</li> <li>● Lunch boxes will remain in a specified location within the classroom.</li> </ul>
Breakfast	<ul style="list-style-type: none"> <li>● Students who eat breakfast at school will have it delivered to a designated area in each pod by Food Services. Students will eat in their classrooms.</li> </ul>

Restroom Breaks	<ul style="list-style-type: none"> <li>● Restroom breaks to be determined by each grade level in a schedule that allows social distancing.</li> <li>● Handwashing protocols will be emphasized.</li> <li>● Students will follow the same directional movements for entering and exiting (use of arrows/signs).</li> </ul>
Hallway	<ul style="list-style-type: none"> <li>● Students should stay to the right while in the hallways.</li> <li>● When two people meet at a doorway, the person exiting has the “right of way.”</li> <li>● Drinking fountains will be used as bottle filling stations only.</li> </ul>
Classroom Environment	<ul style="list-style-type: none"> <li>● All furniture impeding social distancing will be removed from the classroom.</li> <li>● Shared materials and manipulatives will be sanitized between uses.</li> <li>● Determine best use of space which allows social distancing.</li> <li>● Portable/flexible seating purchased to allow greater social distancing.</li> <li>● Procedures will be put in place to monitor classroom libraries and allow for safe handling of books.</li> </ul> <p>SPECIAL AREAS:</p> <ul style="list-style-type: none"> <li>● IMC: Procedures will be put in place to monitor the safe handling of books.</li> <li>● PE: Outside when possible.</li> <li>● MUSIC: Shared instruments to be sanitized between uses.</li> </ul>
Technology	<ul style="list-style-type: none"> <li>● Students will be assigned Chromebooks (1:1) and headphones with no common/sharing computers in use.</li> <li>● Daily sanitizing of devices.</li> </ul>
Instructional Practices	<ul style="list-style-type: none"> <li>● Core instruction will include the consideration for learning gaps.</li> <li>● Utilize P-H-M Curriculum Maps, prioritizing grade level standards.</li> <li>● Consider whole group classroom interventions prior to interim/benchmark testing.</li> <li>● Utilize formative assessments.</li> <li>● Utilize online formats.</li> </ul>
Lunch	<ul style="list-style-type: none"> <li>● Handwashing protocols will be emphasized both pre &amp; post lunch.</li> <li>● Masks may be removed once students are socially distanced, seated and ready to eat.</li> <li>● All seats will be assigned.</li> <li>● The gym will be utilized for lunch.</li> <li>● All lunches are pre-packaged (if purchased at school).</li> <li>● All surfaces disinfected between groups.</li> </ul>
Recess	<ul style="list-style-type: none"> <li>● Playground will be divided into 3 sections: Blacktop, Equipment, Field.</li> <li>● Each area will be sanitized after each use prior to the next group of children.</li> <li>● Students will wash their hands/sanitize before and after using the playground.</li> <li>● Communal sports equipment will not be allowed.</li> </ul>

Dismissal	<p><b>2:55 KIDS CLUB:</b></p> <ul style="list-style-type: none"><li>● 2:55 Dismissal</li></ul> <p><b>3:00 BUSES:</b></p> <ul style="list-style-type: none"><li>● Staggered release.</li><li>● Students exit the door closest to their classroom.<ul style="list-style-type: none"><li>○ K-2 bus riders - Door A</li><li>○ 3-5 bus riders - Door F</li></ul></li></ul> <p><b>3:05 CARS:</b></p> <ul style="list-style-type: none"><li>● Teachers project car rider grid in classroom<ul style="list-style-type: none"><li>○ Students leave when their number turns color</li></ul></li><li>● Students exit the door closest to their classroom<ul style="list-style-type: none"><li>○ 3:05 K-1 &amp; siblings car riders (green tags) - Door C</li><li>○ After Buses depart 2-5 car riders (red tags) - 2nd grade Door A, 3rd-5th Grade Door F.</li></ul></li><li>● Parents are to remain in their vehicles during this time.</li></ul>
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*For information specific to Exceptional Education and Social Emotional Learning (SEL), please reference the P-H-M Return to Learn: District Overview document.*