



HORIZON ELEMENTARY SCHOOL

A PENN · HARRIS · MADISON SCHOOL

Return to Learn Plan

Principal: Amy Fadorsen

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>OUTDOOR SUPERVISION:</p> <ul style="list-style-type: none">● Staff will be strategically placed around the building for student safety and supervision. <p>BUSES:</p> <ul style="list-style-type: none">● Upon arrival, buses will unload one at a time with supervision.● Students enter the door closest to their classroom (K/1 - Door E; 2/3 - Door A; 4/5 - Door B; Preschool-classroom door) <p>CARS:</p> <ul style="list-style-type: none">● Upon arrival, students will exit their vehicle as directed by traffic patrol.● Parents are to remain in their vehicle.● Students enter the door closest to their classroom. (K/1 - Door E; 2/3 - Door A; 4/5 - Door B) <p>UPON ARRIVAL TO CLASSROOMS:</p> <ul style="list-style-type: none">● Students will wash their hands/utilize hand sanitizer.● Lunch boxes will remain in a specified location within the classroom.
Breakfast	<ul style="list-style-type: none">● Students who eat breakfast at school will have it delivered to the classroom by Food Services. Students will eat in their classrooms.

Restroom Breaks	<ul style="list-style-type: none"> ● Restroom breaks to be determined by each grade level in a schedule that allows social distancing. ● Handwashing protocols will be emphasized. ● Students will follow the same directional movements for entering and exiting (use of arrows).
Hallway	<ul style="list-style-type: none"> ● Students should stay to the right while in the hallways. ● When two people meet at a doorway, the person exiting has the “right of way.”. ● Students moving in lines will maintain social distancing. ● Drinking fountains will be used as bottle filling stations only.
Classroom Environment	<ul style="list-style-type: none"> ● Provide students with flexible seating options. ● Determine best use of space which allows social distancing. All furniture impeding social distancing will be removed from the classroom. ● Provide and label individual student materials and supplies. ● Manipulatives and all shared materials will be sanitized between uses. ● Sitspots will be used in all classrooms to provide visuals for adequate social distancing. ● Portable/flexible seating allowed/encouraged. ● Procedures will be put in place to monitor classroom libraries and allow for safe handling of books.
Technology	<ul style="list-style-type: none"> ● Students will be assigned Chromebooks (1:1) and headphones with no common/sharing computers in use. ● Daily sanitizing of devices.
Instructional Practices	<ul style="list-style-type: none"> ● Core instruction will include the consideration for any learning gaps. ● Priority given to grade level standards. ● Consider whole group classroom interventions prior to interim/benchmark testing. ● Utilize formative assessments to determine gaps in learning. ● Utilize online formats. ● K-2 Remediation time scheduled (w/support in literacy). ● 3-5 Remediation/Enrichment time scheduled.
Lunch	<ul style="list-style-type: none"> ● Handwashing protocols will be emphasized both pre & post lunch. ● Masks may be removed once students are socially distanced, seated, and ready to eat. ● The cafeteria will be used one grade level at a time. ● All lunches are pre-packaged (if purchased at school). ● All surfaces disinfected between groups. ● Half of the lobby will be utilized for overflow.

Recess	<ul style="list-style-type: none"> ● Expectation that “inside recess” consists of chromebook use and brain break activities. ● Playground will be divided into “Zones” alternating daily. ● Communal sports equipment will not be available for use. ● Students will wash hands after recess.
Dismissal	<p>KIDS CLUB:</p> <ul style="list-style-type: none"> ● Dismissed from classrooms to follow outlined traffic pattern and report to the cafeteria for attendance. <p>CAR RIDERS:</p> <ul style="list-style-type: none"> ● Dismissed from classrooms to follow the outlined traffic pattern to gym and exit Door B when number is called. ● Parents are to remain in their vehicles during this time. <p>BUS RIDERS:</p> <ul style="list-style-type: none"> ● Dismissed by grade level (staggered times) led by teacher out designated grade level door and walked to buses.

For information specific to Exceptional Education and Social Emotional Learning (SEL), please reference the P-H-M Return to Learn: District Overview document.