

Aileen Colburn Elementary School

OVERVIEW OF DISTRICT PROCEDURES

2020-2021 Reopening Plan

Monday - Friday, HYBRID

Wednesdays virtual for all



Reopening plan:

Atwater Elementary School opens as per the regular 2020-2021 adopted district calendar on August 12, 2020 virtually. Hybrid re-opening is scheduled as follows:

- TK-3rd grades: October 28, 2020
- 4th -6th grades: November 2, 2020

Cohort Plans:

Following the guidelines of the Merced County Department of Public Health, students will be cohorted by grade level for Aileen Colburn Elementary School where students will be banded together and treated as one group. This will allow easy tracing of any COVID-19 exposures. Cohorts will help us ensure that students and staff groupings are as static as possible by having the same group of children stay with the same staff for the extent of their school day. Entrance & Exit from the campus will be assigned by Cohort with staggered times.

School Hours of Operation (Monday, Tuesday, Thursday & Friday): All students will be on a HYBRID AM or PM schedule. Synchronous instructional minutes provided face to face, asynchronous will be virtual.

Additionally, students will have a modified schedule **each Wednesday** in which all assignments will be completed at home in order to allow teachers time to analyze student performance data and plan accordingly for instruction and intervention. Teachers will meet "live" online on Wednesdays to begin both the AM and PM instructional sessions and will also conduct online and/or live small group intervention with those students needing support, while students not requiring intervention will work asynchronously on assigned learning tasks for the remainder of the day.

COHORT	TK	Kinder	SDC/III	1st	2nd	3rd	4th	5th	6th
Entry Gate	Rm. 9	1	2	2	3	4	2	3	4
AM Arrival	8:00 - 8:10			8:05 - 8:15			8:10 - 8:20		
AM Session	8:10 - 11:10			8:15 - 11:15			8:20 - 11:20		
PM Arrival	11:50- 12:00			11:55 - 12:05			12:00 - 12:10		
PM Session	12:00 - 3:00			12:05 - 3:05			12:10 - 3:10		

Daily Schedule (Monday, Tuesday, Thursday & Friday)

- Academic Instruction with 6 ft social distancing in classroom
- Scheduled breaks by Cohort
- Grab and go lunches will be provided at the end of each session
- Physical Education, Health and Second Step by Cohort asynchronously
- Intervention for learning loss due to school closure in the Spring will be implemented at all grade-levels
- Breakfast will be provided at the end of each day (Grab & Go) to be eaten at home the next day.

Online Learning Option

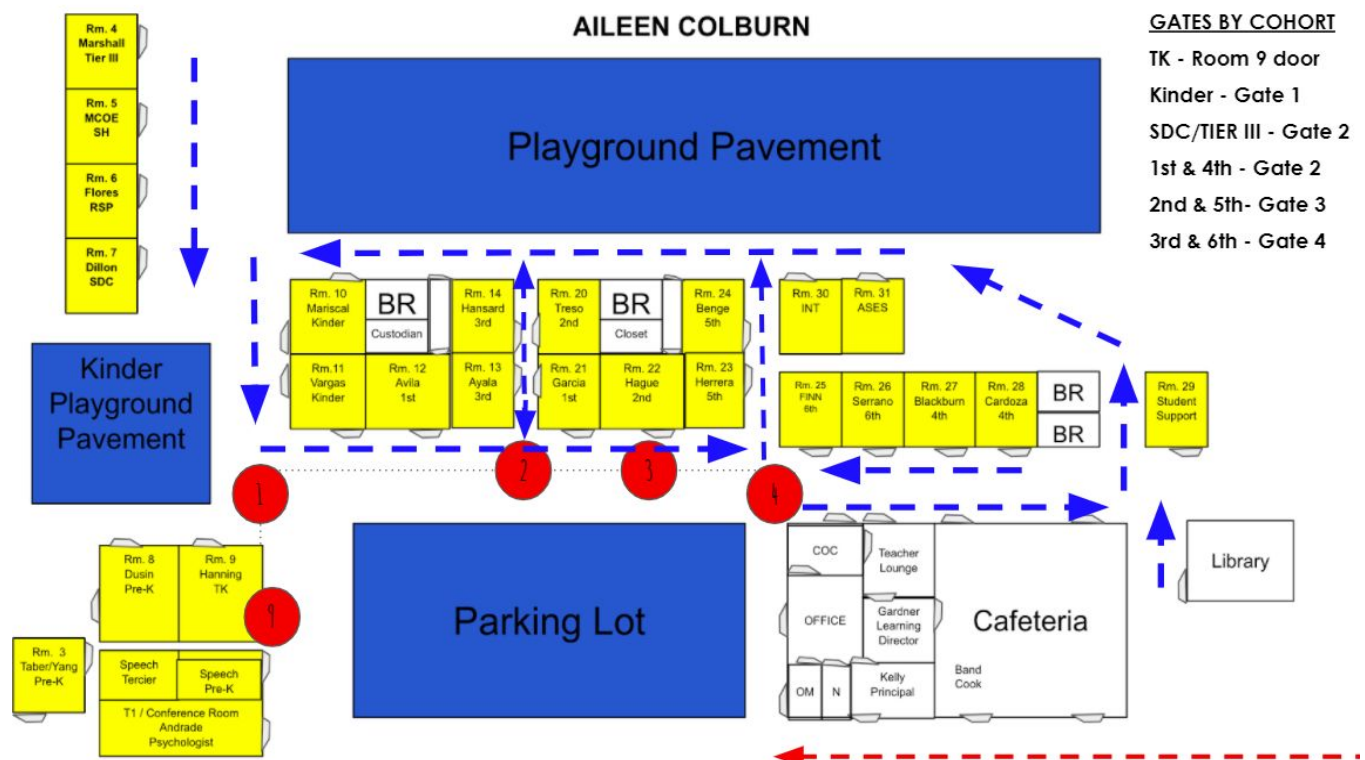
Students who cannot return to school may continue to participate in distance learning through the AESD Virtual Academy

- The following requirements will be in place:
 - State Mandated Instructional Minutes & Instructional Days will be followed and aligned to our In-Person School Day minutes & days.
 - Daily live interaction with certificated employees and peers for purposes of instruction, progress monitoring, and maintaining school connectedness.

Campus Entrance and Exit

Entrance- Students may be dropped off at school TEN minutes before the start of their session. In order to honor social distancing guidelines as per the California Department of Public Health, campus entry gates will be organized by grade level cohort. Students will enter campus through their grade-level assigned gate and will walk directly to classrooms following designated paths.

Exit - Dismissal will be staggered by grade-level and designated dismissal gates assigned by cohort.



Campus Safety Measures

- Aileen Colburn Elementary School will assist the public by appointment or by calling the office upon arrival to the school. (209) 357-6136.
- There will be one entry point during the instructional day for parents/guardians to access the office in case of an emergency or to handle school matters. Parents will be required to wear face coverings when on campus or at a bus stop.
- Aileen Colburn Elementary School will have a separate location for COVID-19 related needs or concerns.
- Aileen Colburn Elementary School will have a designated room for routine health needs.
- Office counters will be equipped with plexiglass.
- Appropriate safety training will be provided to all staff within their respective job function roles.
- Hand sanitizer will be available in all classrooms, and all school facilities.
- Campus will have outdoor hand washing stations strategically placed throughout the school campus.
- Plexiglass will be installed on each student desk and on tables for small group instruction needs.

Cleaning Procedures

- All classrooms, offices, and other used facilities at the school site will be cleaned and disinfected daily per CDC guidelines.
- All buses will be cleaned and disinfected daily per CDC guidelines.
- Devices will be assigned to individual students. No sharing of material/ devices.

Self-Attestation/ Wellness Check

- **Passive:** Staff & Parents will complete a Wellness Checklist to verify No Symptoms are present.
- **Active:** Students will be assessed upon entry to school site with a no-touch temperature check.
 - **Passive screening will be implemented** unless guidelines from the Merced County Department of Public Health change.
 - Parent/student Passive Screening verification note prior to having students on campus or bus.
 - AESD Safety Plan will include self-wellness (both Passive & Active) procedures.
 - AESD Illness Prevention Program Plan (IIPP) will include self-wellness (both Passive & Active) procedures.

Deliveries & Visitors

- Vendors and visitors will be required to complete a Passive Screening wellness checklist prior to entering campus.
- Vendors will be allowed on campus wearing proper PPE.
- Deliveries will be at designated areas.

Addressing Positive COVID-19 Cases

- Staff, Students, family members who receive confirmation of a positive COVID-19 diagnosis from their doctor or the Public Health Department will be asked to notify the school.
- The district will work in cooperation with the MCDPH regarding contact tracing

	PROCEDURAL DETAILS	
	STUDENTS & PARENTS	CERTIFICATED & CLASSIFIED STAFF
Safety Requirements	<p>STUDENTS: Per MCDPH, 3-8th grade students are required to wear face coverings.</p> <p>Students will be required to wash hands and/or use hand sanitizer prior to entering campus and classrooms, and after PE period</p> <p>PARENTS: Parents will be required to wear a face covering upon entering campus for any occasion.</p>	<p>CERTIFICATED: Staff will be required to wear a face shield or face covering at all times when 6 ft social distancing is not feasible.</p> <p>CLASSIFIED: Staff will be required to wear a face shield or face covering at all times when 6 ft social distancing is not feasible.</p>
Drop Off & Pick up	<p>STUDENTS: will be assigned a designated entrance and exit area.</p> <p>PARENTS: meeting their student at the gate must be wearing a face covering.</p>	<p>CERTIFICATED: Staff will walk students to their assigned gate for pick up at the time designated.</p> <p>CLASSIFIED: Staff will be assigned gate supervision as needed.</p>
Start of School	<p>STUDENTS: will report directly to their classrooms.</p> <p>PARENTS: must wear personally provided face coverings when entering school office. No visitors will be permitted beyond office building.</p>	<p>CERTIFICATED: Staff will complete COVID-19 Screening Checklist for AESD Employees prior to coming onto campus.</p> <p>CLASSIFIED: Staff will complete COVID-19 Screening Checklist for AESD Employees prior to coming onto campus.</p>
During School Hours	<p>STUDENTS: will be required to remain in their class cohort the entire day.</p> <p>All desks will be spaced 6 feet apart in classrooms.</p> <p>Social Distance of 6 feet when outside.</p> <p>Students will be able to use the restroom as needed. PBIS procedures will be in place that limits no more than 2 students in a restroom at any time.</p> <p>All classrooms will have time for hand washing throughout the day.</p>	<p>CERTIFICATED: Teachers will remain in their classrooms during instructional periods and with their grade-level cohort.</p> <p>CLASSIFIED: Staff will be assigned to provide proper supervision of our students.</p>
Meals	<p>STUDENTS: will use a Grab & Go format for picking up their lunch. Grab & Go meals include one lunch and one breakfast.</p>	<p>CLASSIFIED: Support Staff will monitor students while they receive their lunch.</p>

<p>Physical Education</p>	<p>STUDENTS: will complete PE activities during asynchronous sessions.</p>	<p>CERTIFICATED: PE schedule will be provided to staff by the PE teacher.</p>
<p>Close of School</p>	<p>STUDENTS: Classrooms will have a dismissal schedule allowing for safe distancing of each class cohort.</p> <p>Bus riders will wait to board the bus at the bus loading area with social distancing of 6 feet apart and wear a face covering.</p> <p>PARENTS: Dismissal gates will be assigned per cohort of grade-levels.</p>	<p>CERTIFICATED: Teachers will monitor students at dismissal to regulate social distancing and exit out of proper gates.</p>
<p>Bus Transportation</p>	<p>STUDENTS: will be asked to self-screen before boarding the school bus.</p> <p>All bus riders will need to have a transportation waiver on file with the school.</p> <p>A personally provided face covering will be required by all bus riders.</p> <p>Buses will be equipped with hand sanitizer and students will be required to sanitize hands as they board the bus and exit the bus.</p> <p>One rider per seat with a mask, siblings can sit together.</p> <p>PARENTS: will be required to complete the Parent/student verification note (Passive Screening) of no COVID-19 Symptoms ensuring students do not have COVID-19 symptoms.</p>	<p>CLASSIFIED: Bus drivers will complete COVID-19 Screening Checklist for AESD.</p> <p>All school buses will be equipped with disinfectant cleaners to be used as needed by the bus driver.</p>