

TO: Cleveland Hill Elementary School Community

FROM: Marcie Pascual, Principal

RE: CHES Reopening Information for 2021-2022

Please read below for information regarding COVID protocols at Cleveland Hill Elementary School. We appreciate your ongoing support and assistance in adhering to these guidelines as we strive to create a safe and enriching learning environment for our students and staff. We are looking forward to a successful 2021-2022 School Year!

For more information, please see the 2021-2022 School Opening Plan on our website at www.clevehill.org, Click on "COVID-Reopening" at the top of the page.

MASKING

- Please be sure your child has a mask each day. If your child arrives to school without a mask, one will be provided for them.
- Face masks are required indoors for all individuals age 2 years and older, regardless of vaccination status, at all times in all classroom and non-classroom settings, and buses.
- Masks are strongly recommended outdoors.
- Acceptable masks must be two layers of materials and may be cloth-based or surgical masks that cover both the mouth and nose. **Bandanas, gators, and clear face shields are not considered acceptable face coverings.**
- Mask breaks may be taken by students once every hour for approximately 5 minutes. Teachers will stagger the breaks as necessary.

ARRIVAL

- All walkers and students being dropped off will enter at the Eagle Entrance. **The Eagle Entrance doors will open at 8:10am.** All students at the Eagle Entrance will enter the cafeteria for breakfast or to wait to be dismissed to homerooms at 8:30am. Students in the cafeteria will be seated following proper social distancing guidelines.
- Parents/Guardians will not be permitted to drop off students prior to **8:10am** at the Eagle Entrance. Walkers should not arrive at the Eagle Entrance prior to **8:10am**. The Eagle Entrance doors will be locked until **8:10am** and there will be no supervision.
- Parents transporting children to school will continue to utilize the ES Car Lane (next to the playground). **IMPORTANT SAFETY REMINDER:** Students should only exit the car when the vehicle is in the car lane, and they should exit on the passenger side (curb side).



- **Bus Arrival:** The Elementary building will open at 8:30am for student arrival via bus transportation. Breakfast will be available upon entry into the building and will be eaten in the classroom.

DISMISSAL

- The dismissal process will start with walkers and parent pick-up.
- **Dismissal - Parent Pick-up**
 - **ES Car Lane (pictured below)**
 - Students in K-2 will be dismissed starting at 3:05. Parents should not arrive on campus before 2:55pm.



- **MS/HS Parent Loop (pictured below)**
 - 3rd, 4th, & 5th grade students (and siblings in grades K, 1, 2) will be dismissed starting at 3:05.
 - Parents should not arrive on campus before 2:55pm.



VISITORS

- Visitors will not be permitted into the building without a scheduled appointment and/or administrator approval.
- A health screening questionnaire will be required before entry. .

ENTRANCES/EXITS, HALLWAYS

- Students will enter and exit the building at three different locations.
 - Kindergarten and 5th grade will use the doors at the end of the Kindergarten hallway
 - Grades 1, 2, and 4 will use the main entrance of the elementary building
 - Grade 3 will use District Office doors

- Hallway markings indicate which side of the hallway to walk on as well as where to stand to ensure proper distancing.

BREAKFAST & LUNCH

- All dining spaces will follow the required physical distancing of 3 feet between students. Additionally, all dining spaces will be cleaned and sanitized in between use. Hand sanitizer dispensers are stationed at each dining location.
- Breakfast:
 - Students who are dropped off between 8:10-8:25am will eat breakfast in the cafeteria. Students arriving after 8:25am or by bus will eat in the classrooms.
- Lunch:
 - All students will eat lunch in the cafeteria. The elementary school will once again utilize both the ES and MS/HS sides to allow for proper distancing.
 - Seating charts will be maintained.

CLASSROOMS

- All classroom configurations allow for a minimum of 3 feet between students and 6 feet between teachers and students.
- Every classroom has hand sanitizing dispensers for frequent sanitizing throughout the day.
- Students and staff will sanitize hands before and after use of shared materials and supplies.
- Classrooms are assigned to specific bathrooms by grade level.
- Classrooms in the same grade level/hallway utilize designated staircases for travel around the building.

QUARANTINE

- We will work closely with the ECDOH to determine close contacts and compile contact information.
- Per the CDC guidelines, unvaccinated students within 3 feet from the COVID-19 case for a cumulative total of 15 minutes or more over a 24-hour period, regardless if masks were worn, will be considered a close contact and quarantine for 10 days from the last day of exposure to the positive case.
- ECDOH will notify parents who are considered to be contacts exposed to COVID-19 case.
- For students who are placed into quarantine by the ECDOH, a certified Cleveland Hill teacher will provide live synchronous instruction for at least one hour each day of the quarantine period. Additionally, asynchronous work will be assigned using Google Classroom for grades 2-5 or See-Saw for grades K & 1.

PLAYGROUND

- We anticipate that the playground will be open this school year starting in October.
- The PBIS Tier1 team will create a schedule to ensure safety protocols and procedures are in place.
- Students and staff will be required to wash and sanitize their hands before and after use.

SPECIAL AREA CLASSES

- Students will travel to special area classrooms if a minimum of a 3 ft distance can be achieved between students.
- Special area teachers will maintain a seating chart for each class.
- Physical education will be outside as much as possible. Please make sure to dress your child appropriately for the weather.

- Students will NOT change for PE. The locker rooms are closed until further notice.
- General music classes will be in the ES Aud to allow for 6ft of distancing between students.

BAND/CHORUS

- Band lessons (individual and small group) will be conducted in the music room with students spaced 6ft. apart.
- Chorus groups will be conducted in the ES Aud with students spaced 6ft apart.

PRE-KINDERGARTEN

- The PreK drop-off and pick-up location will be at the main entrance of the elementary building on Mapleview Drive. Parents/guardians should wait for all buses to leave before pulling into the bus loop.
- The classroom setup/arrangement is designed to establish and maintain the 3 ft. distancing.

Important Pre-K Dates & Information

- **Meet the Teacher-** On either September 7th OR 8th (times and dates were mailed home), students and one parent will have a chance to meet with the teacher in a small group, outdoors. Parents will have a chance to ask questions, fill out important paperwork and the students will have a chance to explore their new classroom.
- **First Full Session of UPK-** On Thursday, September 9th, all students will stay for the entire session. Drop off and pick up will be in the front of the school. Parents may pull into the bus-loading lane and drop their child off at the front door. A staff member will be there to walk the children down to class. Please see the schedule below.

Daily Schedule			
Morning Session		Afternoon Session	
8:55	Drop off begins	12:10	Drop Off Begins
9:00	Class Begins	12:15	Class Begins
11:25	Pick Up Begins	2:40	Pick Up Begins