

# **OPAL MYRICK ELEMENTARY SCHOOL REOPENING PLAN**

*\*We are currently under a "GREEN" Level 3 designation by the State of Maine that allows for and suggests a safe to return to in-person learning opportunities.*

## **GUIDING PRINCIPLES OF HEALTH AND SAFETY FOR OPENING SCHOOLS**

*(From the Maine CDC, Maine Department of Education, CDC Guide for Schools)*

- Education for students, staff, and community on self-assessing for symptoms of COVID-19 (instructions will be available via a Pre-Screening Information Sheet).
- Healthy practices: temperature checks, hand washing, hand sanitizing (many stations will be available), social distancing, wearing face masks/face coverings, PPE usage and safety.
- Students and staff are required to wear a face coverings that covers their nose and mouths. Face shields are an option for students with medical documentation stating they are unable to wear masks/face coverings. Face shields will be provided.
- Adults must maintain 6 feet of distance from others to the greatest extent possible. Maintaining 3 feet of distance is acceptable between and among students when combined with other safety measures and requirements.
- Students must maintain 3-6 feet of distance from each other at all times and enact all safety measures and school and classroom requirements when applicable.
- Consistent student groups when feasible.
- Fewer transitions during school day.
- Class sizes that allow for safe social distancing.
- Limited and restricted interaction with the High School population during the entire school day.
- Additional cleaning/sanitization practices during the school day to comply with CDC protocol. (the school will be thoroughly cleaned each evening prior to the next school day)
- Access to the school nurse in the building with utilization of an isolation room for those who exhibit possible symptoms. A list of designated quarantine spaces will be provided.
- Use of outdoor spaces when feasible, open windows with box fans for extra ventilation when weather allows.
- Furniture and desk arrangements and modifications that support health and safety and meet CDC guidelines.
- Signs that serve as clear reminders of health and safety requirements and suggestions from the Maine CDC.
- Clearly marked walking lanes and markers denoting 6 feet of distance will be created throughout the halls and outside of our school entrance/exit locations.

- Removal of classroom items that cannot be properly sanitized. (ex: rugs, furniture, etc.)
- Student seating arranged to promote physical distancing.
- Designated isolated spaces for students displaying COVID-19 symptoms during the day.
- A student displaying COVID-19 symptoms will remain in the quarantine room until a family member/guardian arrives to take the student home.
- Quarantined spaces will be sanitized following CDC guidance.

## TRANSPORTATION

### Busing

- Students must wear a face covering while boarding and riding the school bus to and from school.
- Buses will be disinfected between runs
- Bus routes and times may look different from previous years
- Bus routes and estimated times will be provided when plans are finalized prior to the start of the school year
- Students who do not comply with the safety requirements expected during bus transportation will lose bus privileges and transportation will become the responsibility of parents.
  - 1<sup>st</sup> offense- 1 week off the bus
  - 2<sup>nd</sup> offense- 2 weeks off the bus
  - 3<sup>rd</sup> offense- off the bus until CDC guidelines are lifted
- After a temperature check, students will go directly to their classroom when they arrive in the morning and will be served breakfast.

### Starting and Ending Time

- **Opal Myrick Elementary students will attend school in person from 9:30 am-1:55 pm, Monday – Friday beginning Tuesday, September 8th.** Teachers may be available via phone, email, and other means from 7:30 A.M. - 9:10 A.M. and from 2 P.M. - 2:30 P.M. for students receiving remote learning support and to properly plan their classrooms and lessons according to the health and safety standards set forth by the State of Maine CDC and DOE.

## Entry and Dismissal Plans for Buses and Walkers

- The bus drop off location will be adjacent to the canopy by the lobby. Bus students will enter through the lobby entrance, have their temperature taken, and continue to proceed to their classrooms.
- Walkers and students getting dropped off by parents will enter the 400 wing doors. These are the doors located next to the sliding hill and be deemed by the label “OPAL MYRICK” on the front of its canopy.
- Walkers, students getting picked up by parents, and students who are NOT taking the bus will be dismissed and can be picked up outside of the lobby entrance. Parents may park next to the auditorium when picking up your child. Parents are asked not to congregate and adhere to proper social distancing and mask requirements while on campus.
- Opal Myrick bus students will be dismissed via the 400 wing doors and will begin loading at 2:10 pm.

## Parent Transportation

- We encourage parents/guardians to transport their child to and from school, when feasible for their family.
- Parents/Guardians may drop off their child at the 400 wing entrance door **no earlier than 9:10 A.M.** Doors will be locked throughout the day and no Opal Myrick students will be permitted inside the building until this time. (Rationale- due to the need to sanitize and screen staff and avoid cross-contamination by the potential mixing of High School and Elementary students.
- To maintain the safest level of protection for students and staff, parents will no longer be allowed into the building. A member of our staff will greet each student and escort them directly to their classroom when they arrive.
- Based on the number of students being transported by parents, there may be more than one designated drop off time and location at the school. These details will be developed more fully when students are identified for parent drop off.

### **BREAKFAST/LUNCH**

- Breakfast will be served in the classroom.
- Lunch will be delivered to each classroom. Teachers are permitted to take students outside for a picnic lunch when permissible.
- Social distancing guidelines will be practiced during breakfast and lunch.
- Hand sanitizing stations will be accessible in all classrooms and eating areas.

## DAILY HEALTH STRATEGIES

### Students and Staff

- Each day, before entering the building, staff and students must complete self-assessment for COVID-19 symptoms. If symptoms exist, staff and students need to remain home and not attend school. Absences must be reported to your supervisor (employees) and/or the main office (students).
- Temperature checks will be conducted at the beginning of school on every student each day. If a student has a temperature of 100.3 or greater or is displaying symptoms of COVID-19, they will be moved to a designated quarantine space immediately.
- Face coverings are required for all students and staff while inside the building unless eating in which arrangements have been made to be six feet apart.
- Several scheduled times will be built into the student day for face covering breaks when students are able to be properly social distanced and while outside.
- Hand sanitizing stations will be placed at key locations in the building as well as in all classrooms.
- Students and staff will regularly use handwashing and hand sanitizer stations when entering the building, entering a classroom, before and after eating, before and after using bathroom facilities, use of any other equipment/manipulatives shared by others, before leaving and returning to the classroom for any other transitions during the day and before leaving the building to get onto the bus or pick-up by a parent/guardian.
- Students who express any ill symptoms will report to the nurse's station. There will be multiple designated isolation areas for any student or staff member exhibiting symptoms until they exit the building.

### Face Coverings

- Face coverings are required for students and staff.
- Two or more school issued face coverings will be provided for all students and staff. It is encouraged for students and staff to bring one from home that they are comfortable in wearing if necessary. Face coverings should be washed daily.
- Students will have regular face covering breaks during the school day.
- Students and staff will not wear face coverings when eating breakfast, snack, and lunch. However, they will be six feet apart when eating.
- Face coverings will not be required outside as long as students practice social distancing.

## Cleaning Routines

- Classroom desks and other classroom surface areas will be disinfected throughout the day at appropriate transitions and after students leave.
  - Custodial staff will routinely clean highly touched surfaces during and after school hours.
  - Frequent hand washing and sanitizing will be required by students and staff.
  - The sharing of supplies and equipment is discouraged unless they are cleaned/disinfected after each use.
- 
- A thorough cleaning of the entire building will be done daily as we have obtained extra custodial staff and products to ensure a safe environment for students and staff.

## Classroom

- Students will be trained in the areas of physical distancing, hygiene, and face covering etiquette beginning on day one of the school year.
- Face coverings will be required in the classroom except while eating. Several face covering breaks will be given throughout the school day when students can be six feet apart.
- Students will use a lanyard provided by the school in order to hold their face covering. Face coverings will be removed for eating, during scheduled breaks, and some PE and other school activities.
- Classrooms will have desks for students that will be arranged 3-6 feet apart for instruction and six feet apart for eating.
- No food will be shared amongst students and staff.
- It is recommended that students bring a water bottle from home to use on a daily basis. Please make sure it is labeled with your child's name. We will have bottle filling stations available rather than traditional drinking fountains.
- Teachers are encouraged and will utilize outdoor space for learning when appropriate.
- Students will be trained in proper hand washing, sanitizing, and how to socially distance themselves.
- As long as we are taking Covid-19 precautions, there will be no large assemblies or field trips.

## Recess

*\*When we feel we have the resources necessary to ensure student safety we will consider instituting outdoor recess. We will be constantly revisiting the concept of holding outdoor recess as the year progresses but will not be starting out the school year with the shared use of our playground equipment. However, teachers will be encouraged to take their students outside for moderate physical activity during the school day.*

### If and when feasible to reinstate recess:

- Students will wear face coverings as they transition from the classroom to the playground. They will wear lanyards to hold their face coverings while on the playground as they are not required to wear them if socially distanced from their peers.
- Classroom cohorts will remain together in designated playground assigned areas

## Transitions

- Students will be trained in how to transition in the hallway and other areas of the building by following clearly marked directional arrows as well as markers laid every 6 feet.
- Traffic flow in the hallways will keep to the right and left side of the halls depending on the direction students are headed.
- Students and staff will adhere to social distancing measures while transitioning.
- Crossing paths with different grade cohorts will not happen often if at all.
- Face coverings will be worn at all times when transitioning.
- Whenever possible, school specials (Art, PE, Science, etc.) will be brought to the classroom.

### MAIN OFFICE

- Opal Myrick Elementary School's telephone number is (207)746-3511.
- Email: [klyons@emmm.org](mailto:klyons@emmm.org)
- Office hours are 7:00 am – 3:00 pm.
- Please call the school to let us know if your child will be absent.
- We are discouraging parents and visitors in our building at this time. If you absolutely need someone, you may buzz the buzzer or call the main office for assistance. If you are given permission to enter the building by administration, please wear a face covering and maintain a six foot distance from others when possible.
- Please send a note or phone ahead for dismissals due to appointments.
- Please call 746-3511, ext. 103 upon your arrival on school grounds if you must dismiss a student or if your child is ill and must be picked up. Please provide

ample time to prepare students for their pick up so that proper safety precautions can be implemented.

- Parents dismissing students will wait in their vehicle and the children will be brought to them.

### **VISITORS/VOLUNTEERS**

- No unscheduled visitors are allowed in the school and/or classrooms at this time.
- Visitors will be encouraged to schedule an appointment in advance and will be only be allowed under extremely unusual circumstances. Any permitted visitors will be seen as critically important as determined by the Principal. Visitors are encouraged to call the office prior to coming to the school.
- There will be no volunteers allowed to access the building at this time.
- Visitors are strongly encouraged to call the main office ahead of time to schedule an appointment. Appointments will be deemed necessary by School Administration as the safety of our students and staff is our priority.
- All meetings, i.e. IEP, 504, and parent meetings, will be held remotely when possible.
- Outside vendors and contractors will be encouraged to schedule their meetings and work to be done when students and staff have left for the day. Only visitors that offer critical services will be allowed in the building during the day and must adhere to all health and safety requirements set forth by the School.

### **POSITIVE CASES**

- In the case of a confirmed case of COVID-19 in our school the Maine CDC will direct our response.
- This may involve classroom and/or school closure
- Contact tracing and testing will be done as necessary
- Facilities will be cleaned and sanitized prior to reopening
- In the case of school closure or a state of Maine designation of **“RED”**, which indicates a “high risk” of COVID-19 spread and recommends that in-person instruction should not be conducted, a school wide plan for remote learning will be implemented similar to what is listed below.

**\*Please refer to our East Millinocket School Department, COVID-19 RETURN TO SCHOOL GUIDELINES FOR STUDENTS & FAMILIES, Addendum to the Student Handbook for more details. It is located on our school website.**

### **OPAL MYRICK REMOTE LEARNING OPTION**

Remote instruction is available for any student in grades K-4 with health and safety concerns, elevated health risks, a family member with elevated health risks or for any

other personal reasons. Learning programs may vary depending on grade level and may occur both synchronously and asynchronously.

- Packets will be available for pick up outside of our lobby doors each Friday. They will be clearly labeled with each student's name. Packets will include materials, strategies, websites, etc.
- Elementary teachers will set clear expectations and guidelines for when they can offer support and/or instruction to students and families as they work remotely.
- These remote learning programs will be fully graded and count toward grade progression.
- Students are expected to follow all school rules such as dress codes, respectful behavior, and appropriate student engagement if video conferencing.
- Students who elect to participate in this remote instruction program to begin the 2020-21 school year must remain in the program for at least 8 weeks.
- Opal Myrick students will have the opportunity to change learning platforms (ex: in-person learning to remote and/or vice versa) only once per trimester (beginning trimester 2). Any other moves may be permitted at the discretion of the Administration.
- Assigned instructional staff will also coordinate to ensure programs such as Special Education, 504, RTI, or ELL programs are provided to students remotely as needed.
- A school issued device may be issued if deemed needed for any particular remote program.

In order for our teachers to plan for instruction, students who elect to participate in this remote instruction program to begin the 2020-21 School year will be asked to remain in the program for at least eight weeks. If you are interested in this option for your child, please contact Kim Lyons at 746-3511 *no later than* Friday, August 28, 2020.

### **REGIONAL HEALTH MARKER DESIGNATION OF "YELLOW" LEVEL 2**

*\*A designation of "Yellow" Level 2 suggests an elevated risk of community spread of COVID-19. Hybrid models should be adopted under this designation*

If our region is at "Yellow" Level 2:

- Most students will go to school at least 2 days per week in cohorts that equate to half of the students from each classroom. Students will be designated to Group A or B.

Example (specific times are to be determined later):

Monday- Group A will meet in-person  
Group B will be remote

Tuesday- Group A will meet in-person and be given remote materials for the remainder of the week  
Group B will be remote

Wednesday- Classroom teachers will conduct virtual learning opportunities and remote support for students while the school building is being thoroughly cleaned.

Thursday- Group B will meet in-person  
Group A will be remote

Friday- Group B will meet in-person and be given remote materials through the next week.  
Group A will be remote

*\*The East Millinocket School Department may also issue electronic devices during this time and families would be able to arrange it so their children can attend school on the same days if possible.*

*\*As the school year progresses changes may occur. We vow to revisit this plan frequently and if at all possible, improve upon it when necessary.*