

Sumner County Schools

School Re-entry Plan

Parent Communication Document

School Name: George Whitten Elementary School

Arrival to School



What changes will be made to the school arrival procedures?

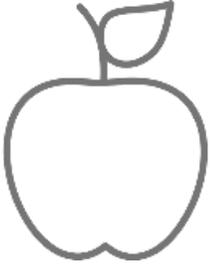
6:30-7:15

- Students will arrive through the front door entrance--school personnel will be outside to ensure appropriate social distancing is being maintained.
- Once in the building, students will do one of two things: 1) go to the hallway adjacent to their classroom and sit quietly 2) go to the cafeteria to eat breakfast
- Staff will be in the cafeteria to ensure that appropriate social distancing is being maintained. Students will be grouped in the cafeteria according to grade level and class assignment. Students who eat breakfast will go to their assigned hallway location upon completing their meal.
- Paid staff will supervise students while they are in the hallway--a rotation of Related Arts and Classroom teachers will be used to assist in supervision.
- Bus riders will enter through the exterior doors located on the right side of the building.
- Bus riders will follow the same procedures that car riders follow: either report to the cafeteria or their assigned hallway.

7:10

- Students who are finishing breakfast will be dismissed by grade level to go to their classroom
- All students waiting in their hallway spots will have entered their classroom by 7:15.

Serving Meals



What changes will we implement during meal services?

- Meals will be served with disposable containers and pre-packaged eating utensils. Cafeteria staff will serve students using proper protocols, and staff will all wear masks and gloves at all times.
- The lunch schedule has been restructured and staggered to lower the total number of students in the cafeteria at one time to allow proper distancing.
- Only one classroom will be in the serving line at a time.
- Additional space will be created between classes while seated in the cafeteria.
- Number of students in the cafeteria will be at 50% capacity
- Adequate time will be given for eating areas to be sanitized between Classes.

Class Transitions



What changes will we make in the hallway procedures during class changes?

Hallways and Transitions

- The master schedule for the school has been revised to lessen hallway traffic throughout the day.
- All staff will monitor the number of students in the hallway before exiting the classroom and will follow a one way path labeled with arrows on each side of the hallway to maintain the safest traffic pattern possible for students and staff.

Recess

- Physical activity is important to a child's overall wellbeing. Recess will be divided to half capacity with one classroom on the playground and one classroom in the field. Teachers will rotate the use of the playground daily. In addition, we have multiple playgrounds available for use, which will allow for even further separation.
- Students will avoid activities that involve direct physical contact (soccer, basketball), and teachers will ensure that classes remain separate from one another.

How will we address student restroom breaks?

- Teachers will follow the scheduled times for restroom breaks which will minimize the times that groups of students are in the hallway and minimize the number of students in the restroom at one time.
- Individual students will also be given opportunities throughout the school day to use the restroom as needed.
- Custodial staff will maintain clean restroom facilities and clean frequently throughout the day.

Large Group Gatherings & Visitor Access



How will we manage large group gatherings, such as assemblies and concerts?

We will not have whole-group assemblies scheduled at this time. All previous large group gatherings will occur in small group settings or through a virtual platform (e.g. parent meetings, etc..).

Classrooms



What is our procedure for preventive cleaning in classrooms?

- Classroom teachers will have disinfectants and cleaners provided by the district and will clean regularly throughout the school day.
- Custodians will use the provided disinfectant to sanitize high touch surfaces in the building at scheduled times and as needed throughout the day.
- Related Arts Classrooms will be sanitized between classes--there will be a five minute window between classes so that the cleaning can be most effective.
- Students may use hand sanitizer stations and are also welcome to bring their own hand sanitizer to use throughout the day.

How are “hands-on” classes, such as physical education and fine arts, going to be different?

Physical Education

- Students will continue to receive a high quality physical education program.
- Limited contact activities will be promoted during physical education classes.
- When weather permits, physical education classes may move outdoors.

Fine Arts

- Students will continue to receive high quality instruction in the arts. Classrooms will be disinfected between each use.
- Sharing of art materials (paint brushes, pencils, etc.) will be minimized.
- The art teacher will supervise the sanitation of materials between classes.
- Students will wash hands in the art room at the start of class.
- Music instruction will focus on activities that do not involve singing in a large group.

<p>Sumner Connect</p> 	<p>What is Sumner Connect?</p> <p><i>For parents, Sumner Connect will provide training tutorials as they navigate Google Classroom, Skyward, and the GSuite tools. Sumner Connect will support teachers in their delivery of online instruction through Google Classroom and the integration of additional GSuite tools. Instruction during extended absences or closure will be provided by teachers through their Google Classrooms.</i></p>
<p>Clinic</p> 	<p>What will the procedure be for taking midday temperature checks?</p> <ul style="list-style-type: none"> ● Midday temperature checks will occur after lunch using touchless thermometers. ● Students will be checked by either the nurse, classroom teacher, or an office staff member after exiting the cafeteria. ● All non-symptomatic students who are visiting the clinic for routine medicine or other needs will still have access to the clinic and school nurse. ● If a student has a fever, we will: <ul style="list-style-type: none"> ○ Place the student in an area separate from all other students but in sight of an adult. This area will be located in the front office. ○ Contact parents/guardians for immediate pickup.
<p>Dismissal</p> 	<p>What changes will be made to the dismissal procedures?</p> <p>In order to maintain an orderly environment, students will walk with an assigned grade level teacher to their proper dismissal area.</p> <ul style="list-style-type: none"> ● Students will remain in their classroom until their grade level is called. ● A staggered schedule will be used and hall traffic will be monitored to minimize the number of students in the hallways at one time (two grade levels from different parts of the building). ● Car riders will be dismissed from the cafeteria and students will be spaced by grade level and classroom while waiting to be dismissed. ● Bus riders will be dismissed by grade level from the gym, and will be spaced while waiting for buses to arrive.

<p>Co-Curriculars</p> 	<p>How will we ensure common areas, such as the library, computers, etc., are routinely cleaned/sanitized?</p> <ul style="list-style-type: none"> • After each area is used, all high touch surface areas will be wiped down using the district provided sanitizing products. • Computer keyboards, tables, and mice will be wiped down after each use and breaks will be scheduled between lab times. • Custodial staff will clean computer labs according to the daily cleaning schedule. • Grades 3-5 have a device assigned specifically to each student for classroom use. The devices will be sanitized daily. • Water fountains will not be used at this time.
<p>School Closure</p> 	<p>How will we communicate closures to parents for classrooms, schools, and the district as a whole?</p> <p>Any school closures deemed necessary will be communicated through the following methods:</p> <ul style="list-style-type: none"> • School Messenger • Remind messaging app • Local News Stations
<p>Communication</p> 	<p>What communication platforms will be used this year?</p> <p>Our main communication platforms:</p> <ul style="list-style-type: none"> • School Messenger • Remind App • GWE Facebook Page • School Website

Registration



What is the plan for registration nights?

Attendees of registration nights will be required to wear masks (*guardians and students 13 years and older, due to the current Sumner County Executive Order that is in effect*).

Our school registration nights will be July 27 and July 28 from 4:00-7:00.

- Students with last name A-L will come July 27, and M-Z July 28.
- Parents are encouraged to go directly to the classroom with their child to meet the teacher and complete the registration process in the classroom.
- Parents will begin in the gym and submit two proofs of residence. They will also visit the PTO table, and if needed, the cafeteria and YMCA information tables. Social distancing will be encouraged throughout this process, and if crowds become greater than preferred (particularly for proof of residence), more room will be made in the Kindergarten hallway.
- Parents will then escort their children to their assigned classroom, and they will complete the registration process in that room (Skyward, Data Card, etc). Chromebooks will be provided in each classroom for use.
- Kindergarten students (who had not previously registered) will report to the cafeteria to complete each part of the registration process. If crowding becomes a concern, students will be divided into Kindergarten classrooms.
- Blank copies of forms will be provided via the school website, and they will be made available at the school (either in the office or outside for easy pick up). Parents will be encouraged to complete as much of the process beforehand as possible.
- Parents will be encouraged to use Skyward to complete the online registration beforehand. GWE staff will record a video tutorial that will be shown on the school FB page and sent to parents via School Messenger.
- Please limit attendance to one parent.

New Students who have not pre-registered:

- New Student Registration will be held July 22 from 8:00-4:00.
- Please bring 2 proofs of residency for students who have been enrolled in another school.
- If you are registering a new kindergarten student please bring a copy of the birth certificate, immunization records, 2 proofs of residence, and custody papers if applicable.
- Parents are also welcome to come register new students on the nights of July 27 and 28 from 4:00-7:00.