



What will in person school look like at Longwood Elementary?

Each year, summer brings us a chance to reflect, refresh and recharge. Like so many other things, this August will be different. We are rethinking, reinventing, and reimagining like we never have before.

We will be using a **Remote Blended** option when we return to school. Students will be using both in-person classes and at-home learning.

Monday	Rotating cohorts attend from 9:05-1:00pm. A & B cohorts attend every other Monday school is in session with a published schedule indicating when cohorts attend throughout the year.	
Tuesday	A: Students in Cohort A attend in person. B: Students in Cohort B engage in teacher assigned independent work at their own pace.	<i>Each building will operate at 50% capacity to reduce contact and proximity.</i>
Wednesday	B: Students in Cohort B attend in person. A: Students in Cohort A engage in teacher assigned independent work at their own pace.	
Thursday	A: Students in Cohort A attend in person. B: Students in Cohort B engage in teacher assigned independent work at their own pace.	
Friday	B: Students in Cohort B attend in person. A: Students in Cohort A engage in teacher assigned independent work at their own pace.	

Since staff have students in person each day, the classroom teacher will not be available during the day to respond to the at home learning students. There will be time on the in person days for staff to respond to any questions or challenge students had. We are examining the possibility of "office hours" each day where a staff member would be available to respond to students during their at home learning time.

Sample of what an in person day might look like (this is subject to change):

Face to Face Instructional Days When students are attending their face-to-face days (A/B/C Hybrid Schedule)		
Approximate Total Time Allotted	Delivery	Subject
	<i>Teachers will engage with students in a face-to-face format.</i>	<i>Students will participate in learning in all core subject areas. Project Arrow and Math Acceleration will be included in the daily schedule.</i>
20 Minutes	Synchronous	Daily Meeting/Schedule Overview
120 Minutes	Synchronous	ELA <ul style="list-style-type: none"> • Shared reading and writing • Guided reading and writing • Independent reading and writing
30 Minutes	Synchronous	Movement/Mindfulness/Intentional Play
90 Minutes	Synchronous	Math <ul style="list-style-type: none"> • Mini lesson • Guided practice • Independent practice
35 Minutes	Synchronous	Lunch/Recess
22 Minutes	Synchronous	Art, Music, and/or P.E.
30 Minutes	Synchronous	SEL
30 Minutes	Synchronous	Science or Social Studies mini lessons connected to at home practice/extensions

Sample of what an at home day might look like (this is subject to change):

At Home Learning Days When students are at home and not attending their face-to-face days (A/B/C Hybrid Schedule)		
Approximate Total Time Allotted	Delivery	Subject
<i>These minutes may be chunked to accommodate your family needs.</i>	<i>Intended for students to be able to participate with a high degree of independence.</i>	<i>Activities below will be provided by your child's classroom teacher. The activities will be designed for students to engage in learning and practice in a self-paced fashion.</i>
25 Minutes	Asynchronous	Daily Message/Schedule Overview/SEL/Google Calendar
90 Minutes	Asynchronous	ELA - practice/extension/previews for next in-person day
30 Minutes	Asynchronous	Movement/Mindfulness/Intentional Play- NO SCREEN TIME

90 Minutes	Asynchronous	Math - practice/extension/previews for next in-person day
35 Minutes	Asynchronous	Lunch
30 Minutes	Asynchronous	Art, Music, and/or P..E.
35 Minutes	Asynchronous	Science and/or Social Studies - practice/extension/previews for next in-person day

At Home Self-Check

Before students leave for school, all families should self-check for symptoms. Any student with symptoms should NOT attend school under any circumstances. Like any absence, communicate the absence with the school and teachers when this occurs. It is very important that parents err on the side of caution and keep their child home at the sign of any illness. **If your child is on fever reducing medications, they should not be coming to school.** This is essential for the health of our entire community. Each one of us must do our part to keep illness out of the school.

Bus Transportation

Busing will be provided. There will be less than 50 students per bus. Students MUST wear a mask beginning when they board their bus. If students do not have a mask, one will be provided for them. We have a limited supply. Please help us in sending your child with a mask.

Student Drop Off

Arrival

At Longwood Elementary School, students follow the drop off procedures depending on their grade level.

Door 1 (Main Entrance): 1st and 2nd grade

Door 2 (Off of the blacktop): Kindergarten, Preschool and 5th Grade

Door 3 (Off of the blacktop): 3rd and 4th Grade

Multiple staff members will be monitoring each door for masks and social distancing. Please have students ready to go with masks on before arriving on school property. Staff members will also be monitoring inside hallways for social distancing and masks as students make their way to their classrooms. When students enter the building, they will be going straight to their classrooms. Lockers will no longer be utilized.

Students MUST wear a mask beginning when they exit their car and enter either building. If students do not have a mask, one will be provided for them. We have a limited supply. Please help us in sending your child with a mask.

Students will need to be especially aware of social distancing before school. Staff assigned to arrival and dismissal duty doors will scan the area and remind students of above protocols as necessary.

Student Pick Up

Dismissal

Dismissal will occur differently than in years past. All dismissal will occur from the classroom for safety reasons.

Car Riders: Parents arriving in the car will tell a staff member who they are picking up. The staff member will radio the office with the child's name and it will be announced on the loudspeaker. The child will leave his/her classroom and exit Door 2. Staff will be monitoring in the hallways to ensure social distancing. Staff outside will help match students with cars.

Bussers: When busses arrive for pick up, the office will be notified of their arrival and will call, over the loudspeaker, those students who ride either Bus 1 or Bus 2. Students will leave their classrooms and head for Door 1. Staff will be monitoring in the hallways to ensure social distancing and will help students get on the bus safely.

Walkers: Walkers will be called over the loudspeaker by grade level to ensure less crowding in the hallways. A grade level staff member will walk the walkers to Door 3 so they can exit the building safely.

Daycare Riders: When daycare vans arrive for pick up, the office will be notified of their arrival and will call, over the loudspeaker, those students who go on that particular daycare van. Students will leave their classroom and head for Door 1. Staff will be monitoring in the hallways to ensure social distancing and will help students get on the daycare vans safely.

Once inside the building, staff will be posted at each entrance. We are focusing on these five important behaviors:



- Masks on at all times from when you enter school property and exit a car or bus;
- Maintain a 6-ft. distance whenever possible, including in classrooms, hallways and other common spaces;
- Wash and sanitize hands;
- Stay to the right in two-way hallways and cross only when necessary; and,
- Be aware of one-way hallways and stairways.

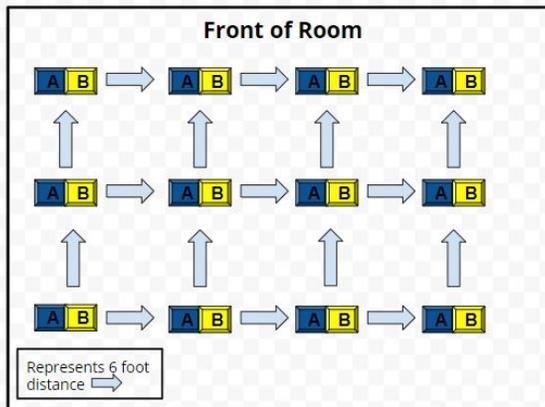
Overhead signage will indicate the location and direction of one-way hallways and stairways.

Navigating the Building

At Longwood, all students will be organized into pods. For example, all first and second graders will be in one pod so they enter/exit the same exterior door and use the same bathroom. Traffic patterns and transitions have been designed to limit cross traffic.

Classrooms

All classrooms will have desks that are socially-distanced as only half of each class will attend each day.



Desks will be spaced by 6 ft. in front, in back and on each side and facing the same direction.

There will be a desk for each student in the A cohort and a desk for each student in the B cohort so students will each have their own desk. They will not be sharing desks. Desks will be clearly labeled and spaced apart by cohort.

Each classroom will have hand gel sanitizer, surface sanitizer, and a microfiber cleaning towel.

Specials

Students will receive music and art instruction in their classrooms to reduce student transitions within the building. Students will have P.E. in the gym or outdoors weather permitting. Students will wear face coverings in all specials unless outside for P.E. and 6ft apart. Objects will not be shared between students during class. Protocols are in place for objects used by students from one class to the next to be cleaned after each use. In some cases, each student will have an individual supply that is for their use only.

Project Arrow and Math Acceleration Classes

A designated space will be available for Project Arrow and Math Acceleration students to meet for instruction. Cleaning solutions in each space will be used at the beginning and end of each period. Students will be escorted to the space to ensure physical distancing protocols are followed.

Offices

One student will be allowed in the reception area in the office at a time and stand 6 feet from the office counter. For visiting the nurse's office, one student will be allowed in at a time. Staff will have face coverings and face shields for added safety.

Lunch

Students will eat lunch in their classrooms. They will be supervised by lunch supervisors and teacher assistants.

Recess

Elementary recess will be supervised in the fields attached to buildings. Masks may be removed during recess. Playground equipment will not be used. There will be designated spaces in the field for each class. A list of no contact games and activities will be created and taught to students.

Washrooms

Classrooms will take scheduled bathroom breaks at the *same* washroom location throughout the day. Additional handwashing breaks will be scheduled (before lunch, after recess, etc.). Students will still be able to use their assigned bathroom for “emergency” bathroom trips. Every other sink, urinal or stall will be available for use.

Drinking Fountains and Washrooms

Drinking fountains will not be available for students but water bottle filling stations will be available.

***This document will be continued to be revised as we get additional guidance.