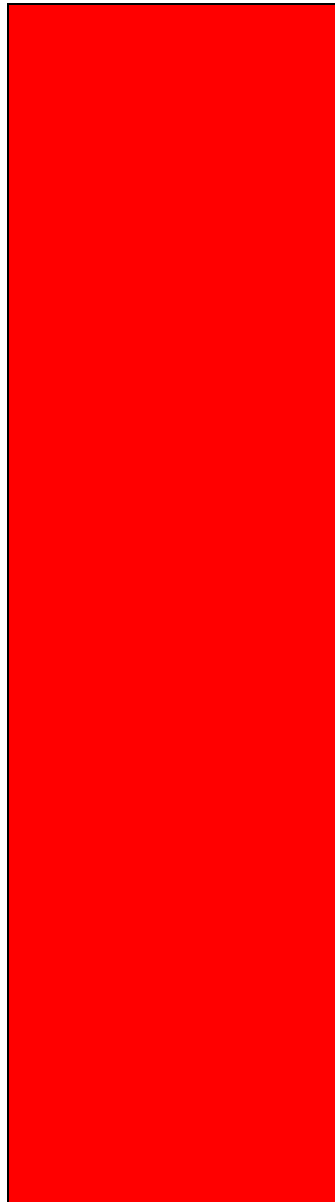


# Brandon Elementary School PHASE II Re-Opening (January 2021)

Principal: Jay Bland



Areas to Include	Key Considerations	Actions	
<p><b>Health &amp; Safety</b></p>	<p>How will the school meet APS' health and safety guidance, including establishing a Care Room? <i>Please also include a description of the specific safety measures taken during student/staff arrival, transitions, recess, etc.</i></p>	<p><b>HEALTH SCREENINGS (STUDENT ARRIVAL)</b></p>	
		<p><b>Carpool</b></p>	
<ul style="list-style-type: none"> <li> <p><b>MC:</b> Students will have temperatures taken upon arrival. Students will exit their cars and line up socially distanced at the back gate. Students will enter the building through three separate entrances  <b>3rd Grade:</b> Doors near Music/French wing use the back staircase. <b>4th Grade:</b> use cafeteria doors middle and middle staircase, <b>5th Grade:</b> by the gym door.</p> </li> <li> <p><b>PC:</b> Students will have temperature taken upon arrival. Students will exit their cars and enter their grade level doors where temp checks will occur. <b>KK:</b> Main Entrance <b>1st Grade:</b> Media Center Entrance. <b>2nd Grade:</b> 2nd Grade Hallway entrance (front of carpool).</p> </li> </ul>		<p><b>Duties/Set Up</b></p> <p><b>MC:</b> 1 Traffic Manager                  2 Staff Members taking temperatures                  3 Staff members entering temp in spreadsheet per grade level.                  1 staff member monitoring entrances in the backyard.</p> <p><b>PC:</b> 4 Traffic Managers                  1 Staff member taking temperatures and 1 staff member logging the temperatures on a google sheet. at each grade level entrance.</p>	



<b>Buses</b>	
<ul style="list-style-type: none"><li>● <b>MC:</b> Buses will be released one at a time as they arrive. As students are released they will be lined up 6 ft apart leading to their designated temperature check areas. These areas are <b>3rd Grade:</b> Media Center Entrance. <b>4th Grade:</b> Main Lobby. <b>5th Grade:</b> 5th grade ramp. Entrances will be staffed with one temperature taker and one person to log temperatures in a spreadsheet.</li><li>● <b>PC:</b> Buses will be released one at a time as they arrive. As students are released they will line up socially distanced at the gym entrance where there will be two temp checkers and two staff members to log it in a spreadsheet.</li></ul>	<p><b>Duties/Set Up</b></p> <ul style="list-style-type: none"><li>● <b>MC-</b> One staff member to take temperature checks and one staff member entering temps into google sheet at each of the three grade level entrances.</li><li>● <b>PC-</b> Two staff members to take temperature checks and two staff members to enter into google sheet and to monitor social distancing.</li></ul>
<b>Walkers</b>	
<ul style="list-style-type: none"><li>● <b>MC:</b> Walkers will arrive on campus towards the front of the school, then will be directed towards their designated grade level areas where they will receive their health screening. The back gate will be closed.</li><li>● <b>PC:</b> Walkers will enter through the main entrance. Students will be socially distanced upon arrival, and their temperature will be checked by multiple staff members.</li></ul>	<p><b>Duties/Set Up</b></p> <ul style="list-style-type: none"><li>● Staff at all three grade level entrances to monitor student arrival into the building</li></ul>

**Late Arrivals**

Students arriving late will enter through the front of the school & will have health screenings completed by the main office staff

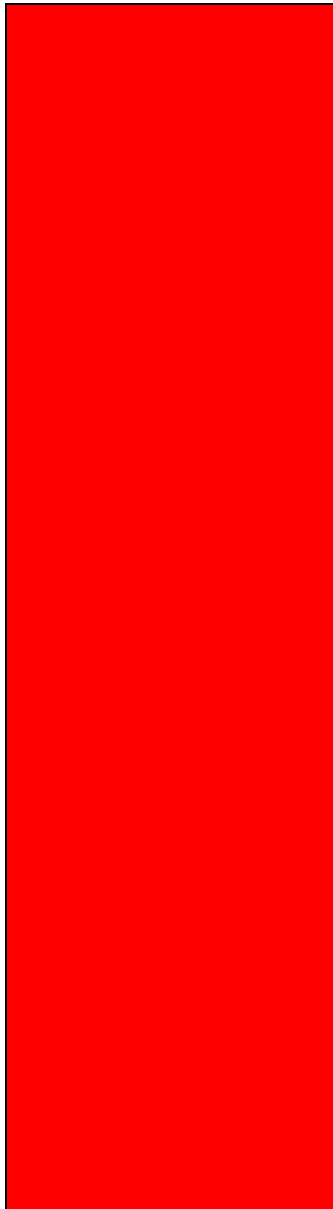
**HEALTH SCREENINGS  
(STAFF ARRIVAL)**

<b>STAFF</b>	<ul style="list-style-type: none"> <li>• <b>MC &amp; PC:</b> All Staff will enter through the main doors where they will receive temperature checks &amp; health screening questions every day.</li> <li>• Staff will kronos in remotely using apps on phone or laptops.</li> </ul>	Nurses at both campuses will perform temperature checks and enter into spreadsheets
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**STUDENT DISMISSAL**

**Carpool**

- **MC:** A google sheet titled "Dismissal (date)" will be used each day to dismiss students from their classrooms. Students will exit for carpool out of their designated doors: **3rd Grade:** Doors near Music/French wing use the back staircase. **4th Grade:** use cafeteria doors middle and middle staircase, **5th Grade:** by the gym door.
- **PC: KK:** Main Lobby Entrance **1st Grade:** Media Center Entrance. **2nd Grade:** 2nd Grade Hallway entrance (front of carpool).



<b>Buses</b>
<ul style="list-style-type: none"><li>● <b>MC:</b> Bus riders will be released by intercom. Students will exit the building through the main lobby only.</li><li>● <b>PC:</b> Bus riders will be released by intercom. Students will exit the building through the gym only.</li></ul>
<b>Walkers</b>
<ul style="list-style-type: none"><li>● <b>MC:</b> Walkers will be dismissed by intercom and will exit out of their grade level designated doors. Students will dismiss from their classrooms.</li><li>● <b>PC:</b> A google sheet will be utilized to enter student walkers for dismissal. Students will be dismissed from their classrooms.</li></ul>

**PPE**

The nurse at each campus will be responsible for distributing PPE for staff. The nurse will provide each teacher with 2 boxes of disposable masks for students to use as needed. The nurse will also distribute cloth masks for student distribution as well.

The nurse will make sure each teacher is provided with necessary PPE that includes: Spray bottles, hand sanitizer, and disinfectant wipes. Teachers will communicate with the nurse regarding the replenishment of all needed PPE.

Staff will be provided with masks and gloves for their own personal use prior to Day 1. Staff will communicate replenishment needs with the nurse as needed.

Gowns and gloves will be provided for all staff that will be assigned to the Care Room, in addition to all other required PPE.

	<p><b>CARE ROOM</b></p> <ul style="list-style-type: none"> <li>• School Nurse will evaluate students or staff and determine the need to isolate in the Care Room. The School Nurse will escort the student/staff to the CARE room.</li> <li>• Students or staff that present with communicable symptoms must be evaluated and isolated for a short period of time in the school's designated CARE room (isolation room).</li> <li>• A CARE room has been identified at each campus for students to stay who have COVID related symptoms</li> <li>• CARE Rooms have labeled private bathrooms at both the PC and MC</li> <li>• The principal will be notified of the symptoms being presented and will follow communication protocol</li> <li>• The student who will remain in the CARE room until a parent or guardian picks them up</li> </ul>
<p><b>BUILDING LOGISTICS</b></p>	<p><b>TRANSITIONS (PC &amp; MC)</b></p> <p><b>Signage:</b> Directional arrows will be placed in the hallway and staircases to assist with the flow of student traffic. Dots will also be placed throughout the hallway to indicate proper social distancing while students are lining up. Grade levels will use designated staircases for transitions.</p> <p><b>MC-Grade Levels</b> will use designated stairs for movement to designated Specials and recess.  5th Grade-5th Grade Staircase  3rd Grade-Front Staircase (by lobby)  4th Grade-Back Staircase</p> <p><b>PC-Grade Levels</b> will use designated stairs for movement to designated Specials and recess.  K-Middle Staircase and Back Door to Playground  1st Grade-Enter &amp; exit through doors (near media center)  2nd Grade-2nd Grade Staircase and exit through the door near the 2nd grade hallway  Teachers in the Basement-Will use the basement staircase and side door to enter and exit.</p>

### **RESTROOMS:**

HR classes will be assigned specific bathroom locations and times. Teachers will dismiss students for bathroom breaks from the classroom, as opposed to the hallway to prevent students from lining up in the hallway. Teachers will monitor both the classroom and hallways during their bathroom break.

If a student has to individually use the restroom, they must do so one at a time. We will strongly encourage students to use the restroom during designated bathroom times. If an emergency happens and a student needs to use the restroom, 2 students are allowed in the restroom at a time. **Each grade level has three designated hand washing and bathroom breaks throughout the day included in the schedule.**

### **BREAKFAST PROTOCOLS**

A grab and go breakfast will be available on a hot cart on each hallway for students. BACKUP PLAN- students will receive breakfast in the cafeteria and eat in their classroom.

### **LUNCH PROTOCOLS**

Lunch carts will be brought to each grade level classroom during their allotted lunch time. Students who need lunch will have their HR teacher indicate this by filling out a Google Form each morning with the student ID number. No more than four classes will be eating lunch at any given time.

### **Eating in the Classroom:**

While students are eating in the classroom they are expected to eat quietly. If students would like to talk they must finish their food and put on their masks. Teachers will develop their own routines regarding trash disposal and washing hands/restrooms after eating. **We are in the process of purchasing plexiglass dividers to assist with these mitigation strategies. Trash will be placed outside the doors after lunch and will be collected by the custodial staff.**

**RECESS**

Each grade level will have one recess and one lunch block (totaling 1 hour). Half the grade level will have lunch first and half will have recess, then switch. PC and MC recess will be divided into 4 zones where students must stay for the duration of their time outside. Cohorts will rotate through these zones based on a schedule developed by Grade level teams. [Restroom, Lunch, Recess Schedules](#). **All students will be required to wash their hands upon returning from recess.**

**TEACHERS MUST STAY IN THEIR CLASS ZONE AND CLOSELY MONITOR STUDENTS TO PREVENT THE CROSS CONTAMINATION OF STUDENTS**

**PC**

- Zone 1- Soccer Field
- Zone 2- Upper Playground
- Zone 3- Grassy area by lower parking lot
- Zone 4- Lower playground

**MC**

- Zone 1- Far soccer field (half)
- Zone 2- Close soccer field (half)
- Zone 3- Basketball court
- Zone 4- Playground/ swing set

## STAFFING

Describe how you will utilize staff for face-to-face and virtual instruction

### FACE TO FACE LEARNING-

All 42 homeroom teachers will be returning for F2F learning. Gifted instruction will continue with the collaboration model as all homeroom teachers 1st-5th grade are gifted certified.

**355 students returning to PC (57% of building capacity)**

**302 students returning to MC (41% of building capacity)**

### VIRTUAL LEARNING-

Each grade level will be staffed with one full time virtual learning teacher to facilitate learning for grade level virtual students. Only DLI with both virtual & F2F learners will teach F2F & zoom with their virtual learners during class.

Grade Level	# of Virtual Students
Kindergarten	15 Virtual Students
1st Grade	15 Virtual Students
2nd Grade	20 Virtual Students
3rd Grade	22 Virtual Students
4th Grade	26 Virtual Students
5th Grade	28 Virtual Students

**\*ALL MBES FAMILIES WILL LEARN WHO THEIR HOMEROOM TEACHER IS AS WELL AS THEIR CLASS NUMBERS ON FRIDAY 1/15/2020\***

### Long-Term Subs

APS has provided 2 long term sub positions. One long term sub will be assigned to each campus, trained on safety protocols & procedures. Long term subs will be used to support instructional needs, sub for absent teachers, and provide coverage as needed.



<p><b>Social Distancing</b></p>	<p>Schools should determine how they will implement social/physical distancing measures effectively.</p>	<p><b>CLASSROOM CAPACITY</b>-Each classroom has a square footage determined from the Capacity Dashboard. Using an isometric grid, students will be spaced out to the greatest extent possible but at least 6ft. Students will also be wearing masks and will have desk partitions. Large classes like DLI are moving to classrooms that have more square footage and in some cases, students will change homerooms to level out class sizes.</p>
<p><b>Access Points for Building Entry</b></p>	<p>Determine access points for entry. Arrange for enough staff members to monitor students and maintain safety guidelines.</p>	<p><b>ARRIVAL ACCESS POINTS</b>  <b>MC:</b> During arrival students will be able to access the building through the main doors, media center doors, 5th grade hallway doors, and carpool gate. There will be multiple staff monitoring these entrances and providing the required temperature checks &amp; health screenings. *The gates at the back of the MC field WILL NOT be used as an access point to the school*  <b>PC:</b> During arrival students will be able to access the building through the main doors, media center doors, 2nd grade hallway door, and gym door. There will be multiple staff monitoring these entrances and providing the required health screenings.  <b>PC &amp; MC:</b> All staff will be required to enter solely through the main front doors at both buildings, where they will receive their health screening. The expectation is for staff to be in all required PPE while on campus.  <b>DAY TIME ACCESS POINTS</b>  <b>MC &amp; PC:</b> Approved visitors to the building will only be able to access the building through the main front doors on each campus.</p>

[Brandon Re-Entry Plan \(Community\)](#)

