

# **Cornwall Elementary School Student/Parent COVID 2020-2021**

## **Handbook**

Please note that due to COVID-19, the information in this handbook and related sections may be different during all or parts of the 2020-2021 school year.

### **Five Days of In-Person Instruction**

Teachers will meet with all of their students Monday through Friday. In this model students are receiving live, in-person instruction in school five days a week. In the event that we have to pivot to a full remote model, all students will meet with their teachers via Google Meet and follow a normal daily schedule.

### **Mask/ Mask Breaks**

Students are required to wear a mask to school each day. It is recommended that students bring an extra mask in a plastic bag to be kept in their book bag. Faculty and staff are also required to wear a mask in school each day. Face coverings/masks are required in all spaces, including classrooms, library, hallways, and in eating areas, when standing up and not eating. Students may take short mask breaks during instruction if they need one as long as they are at least three feet apart.

### **Social Distancing and Sanitizing**

Students and staff will be required to practice social distancing as much as possible while in the hallways and instructional spaces. Students and staff will utilize hand sanitizers upon entering and exiting their classroom. All spaces will be cleaned thoroughly by the custodial team after school daily. *Barriers will be utilized when students are unable to be three feet apart.*

### **Daily Screening/ SNAP App**

Parents/Guardians will need to log on and report their child/children status for the day **within 90 minutes before reporting to school**. The forms will be sent to the nurse and the principal. **If your child reports to school without having the screener completed, we will have to call you to come in and pick him/her up or to complete the screener for that day.**

For your reference here is the link to the SNAP Health Portal: [www.studentehr.com](http://www.studentehr.com)

### **Attendance**

The expectation is that students will now be in school five days a week and attendance will be taken daily, as required by New York State guidelines. In the event that we pivot to a full remote

learning model, attendance will be taken by verifying a student logged into Google Classroom and completed a teacher’s remote lessons and assigned work for that school day.

**Letter Day Cycle**

CES will continue to utilize an A-F letter day schedule during full in-person learning. The start date full in-person learning will begin is Monday, April 12, which is a C day. Mondays will now be included in the A-F letter day schedule. A monthly letter day schedule will continue to be shared with families each month. For your reference, below is the April letter day schedule:

APRIL						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5 No School	6 E	7 F	8 A	9 B	10
11	12 C	13 D	14 E	15 F	16 A	17
18	19 B	20 C	21 D	22 E	23 F	24
25	26 A	27 B	28 C	29 D	30 E	

**Arrival**

**Walkers:** Walkers are encouraged to arrive as close to 8:50 AM as possible and no earlier than 8:35 AM. Students who are coming for breakfast may arrive by 8:25 AM. Upon arrival, Kindergarten students will line up outside the main entrance doors of the building. When there is inclement weather, the Kindergarten students will report to the cafeteria. First grade through Fourth grade students will report to the cafeteria daily and will be supervised until the first bell rings. At 8:50 AM, the first bell will ring and students will report directly to their classrooms. The late bell will ring at 8:55 AM.

**Student Drop Off:** As you arrive at the school to drop off your child (ren), you will follow the same traffic pattern you have all school year. As you approach the first stop sign near the walking path that leads to Willow Ave, you will notice a cone with a sign on top directing cars to stay to the left and busses to stay to the right. Please stay to the left and continue to drive towards the flagpole where you will be directed to drop off your child (ren). Please remember to have your child (ren) exit the vehicle on the right towards the island. **As we are anticipating more**

***drop offs when all of the students return for full in-person instruction, please have your child exit the vehicle quickly so that traffic can move along smoothly. Please do not get out of your vehicle when dropping off your child. If you need to help your child during drop off, please park in our parking lot and escort your child to the main entrance.***

**Bus Students:** Busses will start arriving at CES at approximately 8:50 AM. Busses will unload one at a time. Students exiting the first eight busses will enter through the main entrance doors. Students exiting the rest of the busses will enter through the side entrance doors by the gym. Students should report directly to their classrooms.

### **Dismissal**

**Walkers:** At 3:20 PM, an announcement will be made for walkers to report to the gym. We will continue to utilize the pre-marked symbols (stars, diamonds, etc.) on the gym floor to ensure that students are sitting three feet apart. There will be several TA's and teachers assigned to provide supervision in the gym. At 3:25 PM, parents will be permitted into the gym eight at a time to sign their child(ren) out. Parents must present their ID at the side entrance of the building before entering. After signing their child out, they will exit through the back door of the gym. ***For the safety of you and your children, we ask that you please use the sidewalks and crosswalks after exiting the gym.***

***\*Starting on Monday, April 12, any child who is a walker must be picked up by their parent or guardian in the gym. Any other arrangement for dismissal of a walker must be approved by administration. Unless previous arrangements have been made, no child will be allowed to leave the gym without a parent or guardian.***

**\*If you plan on picking up your child(ren) early for an appointment or if there are any changes to your child's dismissal plans please send them with a handwritten note or email the main office: JGalati@cornwallschools.com and BQuinones@cornwallschools.com. Be sure to include specific instructions as well as the name of your child's teacher.**

**Please note, there will be no early pick-ups permitted after 2:45 PM**

### **Breakfast**

Students who are coming for breakfast may arrive by 8:25 AM. These students will report to the cafeteria as they enter the building. They will pick up their breakfast and eat in the cafeteria. PPE in the form of plexiglass dividers has been installed on each table in the cafeteria.

### **Lunch**

Students will be eating lunch in the cafeteria and will be supervised by lunch monitors. As mentioned above, PPE in the form of plexiglass dividers has been installed on each table in the cafeteria. There will be Allergy Awareness Zones in place for students who have allergies.

### **Recess**

Students will be going out to recess before they eat their lunch. **Children must wear a mask during recess.** Every class will be assigned designated zones and will rotate through multiple different zones throughout the school week. Each class will be assigned one lunch monitor. That monitor will assist with recess and then bring the students to the cafeteria for lunch.

### **Specials**

Students will now be traveling to the Library, Music, and Art classrooms. Physical Education will take place in the gym as well as outside whenever possible.

### **Hallways**

Staff and students must have a mask on while they are moving through the hallways. Signage and directional arrows have been posted throughout the hallways.

### **Ill Students**

Students feeling ill must be seen by the school nurses. Appropriate precautions will be taken by the nursing team and persons feeling ill will be required to follow recommendations by school nurses, including but not limited to going home. Students should not come to school if they are not feeling well or have a fever.

### **Classroom Parties**

The NYS Department of Health has stated that schools must prohibit sharing of food and beverages. This includes food that would be provided for a class party. During this era of COVID 19 Cornwall Elementary School will not be accepting any food that would be shared amongst a class. We apologize for this inconvenience.

**We want to thank all of our families in advance for their support and flexibility throughout the 2020-2021 school year as we continue to navigate this uncharted territory. We are looking forward to welcoming students back for in-person instruction five days a week!**