

## Willow Avenue 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

WAE 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 should not arrive before 8:35 AM. There will be no supervision before this time. **Students will not be allowed to enter the building before 8:50 am.** Kindergarten students will enter through the Kindergarten Door. Students in grades 1-4 will enter through the Main Entrance. Parents should pull all the way into the front driveway and drop students off. Students should be ready to exit the car, mask on and bookbags ready, as you enter the driveway. Please wait until the car in front of you pulls out before exiting the driveway. There is NO

PARKING in the front driveway of the school or in the back of the building-this is the bus arrival area. *\*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 entrance.*

**Bus Students:** Busses will start arriving at WAE at 8:50 AM. Busses will unload one at a time in the rear of the school. Kindergarten students will enter through the Kindergarten doors and students in grades 1-4 will enter through the rear entrance. Students should report directly to their classroom.

### **Dismissal**

**Walkers:** Kindergarten walkers will be dismissed through the Kindergarten door. Walkers in grades 1-4 will be dismissed through the front entrance. There is NO PARKING in the front driveway of the school or in the back of the building-this is the bus dismissal area. Walkers will be dismissed at 3:20 PM. *\*Parents, with the return of 5-day, in-person instruction, we are asking that you check in with Mrs. Fern at the front door and wait in the front of the building for students to be dismissed.*

**Bus Students:** Students taking the bus will remain in their classroom until their grade is dismissed at 3:25 pm. Teachers will escort the students to their appropriate bus.

### **Breakfast**

Students will be eating breakfast in their classroom. Students in K will have their breakfast delivered and students in grades 1st-4th will go to the cafeteria to pick up their breakfast and return to eat their breakfast in the classroom and/or the hallway when six feet can not be accommodated.

### **Lunch**

With the increase in the number of students, we are still unable to utilize the cafeteria for lunch and will not be able to accommodate all students in the classrooms, eating without masks on at a safe distance. Our plan is to picnic outside each day (weather permitting) for lunch. Students will eat lunch outside and then continue with recess. On inclement weather days, classes will be separated so some eat in the classroom and some students will eat in the hallway with lap desks that have been purchased by our PTO.

### **Recess**

Students will have recess after 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 lunch and then bring the students to the playground for recess.

### **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 Willow Avenue 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!**