

Valley Pre K, Elementary and Middle School Full Re-Entry Plans and Procedures

Beginning of the School Day:

- **Staff will enter school and check temperature, sign in, (clock in) and go straight to their designated areas.**
- Students are required to wear a mask on the bus. Parents or an adult must be at the bus stop to ensure their child can proceed to school.
- Students getting off the bus or parents/guardian's vehicles will proceed to the entrance of the building where they will be greeted by another staff member to change their mask. If the student has a cloth mask from home, they will place it in their backpack, and use the disposable mask provided by the school. Elementary and Middle School students will then proceed to the cafeteria and sit at their designated class table until their teacher comes for them at 7:45 a.m. A staff member will monitor students while they await the arrival of the teacher.
- Teachers will walk students to their classroom, have the student sanitize their hands, and go to their desk area.
- **Teacher/ Staff Members on duty must be at their stations by 7:30 a.m. to prepare to receive students.**
 - Teachers, who are not on duty, **must** pick up their students in the cafeteria by 7:45 a.m. to receive students.
 - All students and staff will be required to wear masks inside the building at all times.
 - Hallway traffic will be right side one way, left side the other way as designated by the arrows.
 - Valley Pre K students will be greeted by the teacher outside, she will take temperatures, and walk students up to change masks and sanitize hands. Any bus students from Valley Pre K must wait for their teacher and sit on the bench by the steps.
 - Only district personnel will be allowed in the school site. **Parents will need to call and make appointment to enter the building. NO EXCEPTIONS 505-426-2581**

Classroom Environment:

- Hand Sanitizer will be available in all classrooms.
- Classrooms and common areas set up 6ft of social distancing, or to the greatest extent possible
- Air purifiers will be checked out in the office by the teacher

- Disinfectant supplies will be provided to each teacher and these supplies will be stored properly in a secure location within the classroom for use by the teachers and custodians only.
- Masks will be utilized by all staff and students. NO EXCEPTIONS
- Water fountains in schools will not be used due to the CDC restrictions. **Students are encouraged to bring their own water bottles.**
- Students will take required breaks that allow students to wash their hands and use hand sanitizer.
- When allowable teachers can conduct instruction outside.
- PE, Choir, and Band should conduct class outside as weather permits.
- Scheduled restroom breaks will be used. After the class uses the restroom the custodian will disinfect the restroom with spray between classes. MS students may use the restroom during class changes, but must not congregate in the restroom.
- Students will use their own materials and not share “community” supplies.
- Lockers will not be issued and are off limits for the remainder of the school year.

Breakfast and Lunch:

- Students will eat breakfast in their respective classrooms.
- Lunch will be in the cafeteria using the recommended distancing or to the greatest extent possible. When allowable students will eat outside and additional mitigation practices are recommended for any congregate breaks
- Recess for elementary students will be scheduled. Please abide by your class time only. Students will sanitize hands after recess.

End of School Day:

- Dismissal will entail duty staff to use radios to communicate, and listen to announcements made by the office personnel to dismiss students. Educational assistants and hallway duty teachers will assist walking students to their buses. Bus duty staff will ensure students get on the bus. Bus duty personnel will use radio to call office for parent pick up of students. EA’s or hallway duty staff will help ensure those students being picked up are walked to their parent’s vehicle. While walking in the hall, students will maintain social distancing to the greatest extent possible.

Fire Drills:

- Students are encouraged to social distance while walking to and lining up at designated area.
- Use the closest exit to exit the school during the drill.
- Office personnel will announce each class to return to the building.
- While entering the building, students should remain socially distant from each other.

Sick Students in School:

- If a child or staff member exhibit any of the following symptoms, the Principal, secretary, or counselor will be called and the student will immediately be escorted to the isolation room. Parents or guardians will be called and the student will be sent home.
- Some symptoms may include:
 - New Loss of taste or smell.
 - Congestion or runny nose.
 - Cough
 - Fatigue
 - Muscle or body aches
 - Sore throat
 - Headache
- If parents do not respond or refuse to come for their child, then the procedure on which government agency should be notified to have the child removed from the site and seek proper medical attention. For now, it is CYFD.

Students whose parents opt out of full reentry must remain on virtual learning and participate and attend virtually while class is in session and must use their class stream to retrieve school work.