

Coalton Elementary School Re-entry Information

Coalton Elementary School Families,

I know you have been awaiting re-entry information specific to Coalton Elementary. We have been very busy making sure that we are prepared and have everything in place for your child's return to school. We appreciate your continued patience as we navigate these uncertain times. Everything here is subject to change.

Masks & Face Coverings:

- All staff and students (excluding preschool) will wear masks in common areas such as the hallways and restrooms. Students may need to wear masks during the instructional day if social distancing cannot be maintained.
- Medical exemption forms must be provided prior to the start of the school year to Mrs. Tallman
- Students will remain with their same grade class throughout the school day (with the exception of special education classes where they will be distanced or wear a mask).

Classroom Procedures

- Attendance will be taken daily in both traditional and distance learning. Further guidance is coming from the state department about procedures on taking attendance for distance learners and blended learners on "home days".
- Masks will not have to be worn in their same grade (homeroom) class if social distancing (minimum of 3 feet facing the same direction) can be maintained.
- Students will be assigned individual containers/cubbies/desks to store supplies.
- All students will have their own locker.
- Classrooms will be cleaned and sanitized frequently and will be furnished with hand sanitizer and cleaning supplies.
- Students will be permitted to leave the classroom for intervention and special education classes. Masks will need to be worn at this time.
- Intervention/Small groups will be permitted in the classrooms but masks will need to be worn to ensure student safety while working in small groups.
- Intervention and special education teachers will sanitize classroom work areas as the students leave and re-enter the classroom.
- On nice days, teachers are permitted to take their students outside for instruction.

Hallways

- Everyone is required to wear a mask in the hallway (except PK). If your child has a medical reason for not wearing masks, a doctor's note is required.
- Hallway traffic will be kept to a minimum.

Learning Options

- Families were able to choose Face to Face (Blended Learning), Distance Learning or Virtual Learning which is provided from WVDE
- Expectations and grades will be the same for all learning models regardless of the learning environment.
- Face to Face learning will begin on a staggered entry with students being in school for two days a week until October 2nd. At this date, the county office will reevaluate and determine if we will return to five days a week of instruction. The three days the students are not in the building, they will complete assignments at home.
- Families will attend school on the same days.

- Distance Learning lessons can be downloaded onto a Chromebook (when they arrive) for students to complete. Students will be held accountable each day for attendance and for completing assignments. Internet is not required for the Google Classroom work but parents will have to drive to a hot spot (can be accessed in the school parking lot) or use Wi-Fi to download lessons if they do not have internet access at home. Until Chromebooks arrive, students will receive instructional materials to complete.
- Remote Learning can only be determined by Governor Justice. Everyone will be learning from home. Staff will report to work to present lessons.
- Virtual Learning is done through WVDE
- Home School/Private School inquiries - contact John Lawson at BOE ext: 154

Arrival

- All staff members will have temperature checks upon arrival to the school building.
- Doors will open at 8:20. All students should be at school no later than 8:30.
- Morning drop-off will still look the same. You will go up to the post office and turn right then follow the road to come out by the school. One car should unload at a time. Students who arrive by car will come in the front main entrance. A staff member will check student temperatures before entering the building.
- Bus riders will come in the main entrance and in the second entrance at the breezeway (per school created plan). A staff member will check student temperatures.
- Students with a temperature of 100.4 will be sent home.
- Students will report directly to homeroom.
- Visitors will not be allowed inside of the building.

Blended Learning

- The term used for the standard reopening plan. Students A-L will attend 2 days; Students M-Z will attend 2 days (exceptions have been made for siblings in families with different last names to come on the same day). The other 3 days will be distance learning utilizing Google Classroom or instructional activities (until the arrival of Chromebooks). This plan will be reevaluated at the end of September.

Chromebooks

- When available, Chromebooks will be supplied to all students in grades K-5.
- Parents must sign and return a Chromebook contract before the Chromebook will be provided.
- Google Classroom will be utilized by students on distance learning days.
- Google Classroom training will be provided to students. Information will also be shared with parents.

Special Classes

- Physical Education: Students will wear their masks and travel to the gym. Social distancing will be maintained to the greatest extent during class but no masks will be worn during the class.
- Physical Education Equipment will be disinfected after each use when used (equipment will be used on a limited basis).
- Music: K-5 Students will wear masks and travel to the music room. Students will be assigned spots for instruction and will wear masks while in music.
- The Music Room will be disinfected after each class session. Musical equipment will be used on a limited basis and cleaned between students.
- Preschool will have Music and PE in their classroom.
- Guidance Classes will be conducted in the classroom.

Meals

- Staff will wear a mask and gloves during food preparation and service.
- Students will have plastic flatware and disposable plates.
- Grade 1-5 students will eat breakfast in their classrooms. Some of these groups will wear their masks as they travel to the kitchen serving area to pick up their food and other classes will have it delivered to the classroom. Kindergarten will eat in the cafeteria following the social distancing guidelines. Kindergarten students will wear their mask until they are seated at their table.
- Students in grades 1-5 will eat lunch in their classrooms (2nd grade will be in the multipurpose room). Again, some classes will wear their masks while traveling to pick up their food and other classes will have it delivered to the classroom. Kindergarten will, again, eat in the lunchroom following the social distancing guidelines. Kindergarten students will wear their mask until they are seated at their table.
- Parents will not be allowed to eat with their child at this time.
- Breakfast and lunch times have been adjusted to allow everyone enough time to go through the lunch line.

Dismissal

- We are asking this year that you designate your child as either a bus rider or a car rider. Teachers have been calling out about this. If you have not talked to your child's teacher and let them know if your child will be a car or bus rider, please contact the school immediately.
- If a change needs to be made to your child's transportation plan for a day (example: they are a bus rider who is being picked up one day) please contact the school before 3:00 each day.
- Car riders will be dismissed at 3:20. Parent pick-up will take place out of the side cafeteria door. Parents will have a tag to place in their car window each day.
- You will turn left and go up the road beside the school (opposite of morning drop-off) and your student will be sent out the side door to you.
- Bus riders will dismiss 3:20-3:35 each day.

Recess

- Classroom teachers will determine their times for recess each day. There will not be more than one class in an outside area at a time. We will likely go outside on days when it is colder to get students up and moving because indoor recess in the gym is not an option this year. Please make sure to dress your child in warm clothing each day and be prepared for them to go outside.
- Students will not be allowed to use the playground equipment (except for PK who can use their designated playground – per the state department).
- Students will wash their hands or use hand sanitizer when entering the building.
- Students will not have to wear face coverings while outside unless social distancing guidelines cannot be implemented.
- Staff will wear face coverings if social distancing cannot be implemented.

Parent Contact and Student Illness

- It is crucial and mandatory for all families to have a working phone number to be on file. In the event of an illness, a sick child must be picked up promptly from school. Information provided on the Emergency Care form will be used for contact.
- In the event parents cannot be reached, the Randolph County Board of Education will be called for assistance.
- Ill students will go to an isolation room and will be monitored while the parents are contacted.
- The Board of Education and the Randolph County Health Department will be contacted with illness information.
- Coaltan Elementary will follow the direction of the Board of Education and Randolph County Health Department regarding any closures required due to illness. Families will be notified of this information.

- Students with low grade fevers or other signs of illness will be monitored. Parents will be contacted and consulted in the event of any health issue.
- PLEASE REVIEW THE INFORMATION ON THE FOLLOWING PAGES

Miscellaneous

- Signs about Covid-19 will be visible around the building.
- There will be markings on the floor to remind the students of social distancing in the hallways and cafeteria.
- All students will receive a mask lanyard purchased by PTA.
- Masks are required in the building in common areas for all grades except PK. This includes: hallways, bathrooms and on buses. They are not required in the classroom if instruction can be provided in a socially distance manner.
- The school will accept a medical release for students that cannot wear a face covering.
- No field trips are permitted at this time.
- The custodians will work to ensure our building is cleaned and sanitized on a daily basis.
- The restroom cleaning schedule will be modified and increased.
- Students will use hand sanitizer when entering a classroom.
- Teachers will reinforce hand washing with soap and water.

COVID-19 SHOULD I COME TO SCHOOL?



HOW TO SCREEN FOR COVID-19

IF I HAVE:

THEN:

1

NO SYMPTOMS



Proceed to school

2

**EXPOSURE,
NO SYMPTOMS**



Cannot go to school

Home for 14 days since exposure

3

**DIAGNOSIS,
NO SYMPTOMS**



Cannot go to school

Home for 10 days since first positive COVID-19 test

4

SYMPTOMS INCLUDE

One of these:

- New onset cough
- Shortness of breath

Or two of the following:

- Fever of 100.4 or higher
- Chills
- Muscle Pain
- Sore throat
- Fatigue
- Congestion
- Loss of smell or taste
- Diarrhea, vomiting, or nausea



Cannot go to school

Home until:

- 10 days since first symptoms
- No fever for 24 hours (without fever medicine)
- 24 hours of symptom improvement, including coughing and shortness of breath



West Virginia DEPARTMENT OF
EDUCATION





ELEMENTARY SCHOOL STUDENTS

The person conducting screenings should maintain a six-foot distance while asking questions. Ask the person dropping off the child the following questions before entering the facility or school transportation vehicle. If no person accompanies the child during drop-off, use your best judgment if the child can respond on their own.

Anyone showing symptoms of COVID-19 or who may have been exposed to COVID-19 should not be at school.

1. Have any of the children you are dropping off had close contact (within 6 feet for at least 15 minutes) in the last 14 days with someone diagnosed with COVID-19, or has any health department or health care provider been in contact with you and advised you to quarantine?

- Yes > The child should not be at school. The child can return 14 days after the last time he or she had close contact with someone with COVID-19, or as listed below.
- No > The child can be at school if the child is not experiencing symptoms.

2. Do any of the children you are dropping off have any of these symptoms?

- | | | |
|--|---|--|
| One of these: | Or two of the following: | |
| <input type="checkbox"/> New onset cough | <input type="checkbox"/> Fever of 100.4 or higher | <input type="checkbox"/> Fatigue |
| <input type="checkbox"/> Shortness of breath | <input type="checkbox"/> Chills | <input type="checkbox"/> Congestion |
| | <input type="checkbox"/> Muscle Pain | <input type="checkbox"/> Loss of smell or taste |
| | <input type="checkbox"/> Sore throat | <input type="checkbox"/> Diarrhea, vomiting, or nausea |

If a child has any of these symptoms, they should go home, stay away from other people, and the family member should call the child's health care provider.

3. Since they were last at school, have any of the children you are dropping off been diagnosed with COVID-19?

- Yes
 - No
- If a child is diagnosed with COVID-19 based on a test, their symptoms, or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home until they meet the criteria below.

Returning to School

A child can return to school when a family member can ensure that they can answer YES to ALL three questions:

- Has it been at least 10 days since the child first had symptoms?
- Has it been at least 24 hours since the child had a fever (without using fever-reducing medicine)?
- Has it been at least 24 hours since the child's symptoms have improved, including cough and shortness of breath?

If a child has had a negative COVID-19 test, they can return to school once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours.

If a child has been diagnosed with COVID-19 but does not have symptoms, they should remain out of school until 10 days have passed since the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test.

If a child has been determined to have been in close contact with someone diagnosed with COVID-19, they should remain out of school for 14 days since the last known contact, unless they test positive. In which case, criteria above would apply. They must complete the full 14 days of quarantine even if they test negative.