

Canyon View Health & Safety Protocols SY 2020-2021



ARRIVAL AND DISMISSAL PROCEDURES

MORNING ARRIVAL – Curbside drop off at the main campus entrance

- Students should be dropped off between 7:40am and 8:00am. There is no supervision prior to 7:40am.
- Parents will NOT BE ALLOWED TO PARK in the lot and walk their students onto campus - parents MUST USE THE STUDENT DROP OFF LANE and STAY IN THEIR CARS at all times.
- There will be four drop off slots at the front car line entrance. If the volume of traffic is high, we will open up an additional four slots east of the crosswalk.
- Parents should proceed along the curb to the first available spaces as per the direction of the crossing guard.
- Parking is **NOT** allowed along the curb – It is for fluid student drop off traffic only.
- “Kiss and dismiss” - students should exit the vehicle quickly without parent assistance and go directly to their designated play area (see below):
 - Kinders - MPR or Kinder playground (staff member will provide assistance each day)
 - 1st and 2nd graders - Basketball court area on big field
 - 3rd, 4th, and 5th graders - Big field, play structure at north side of the large field, and ramada area located at north end of the large field.
- Staff will greet and assist students as they exit their vehicles and direct them to their designated areas.
- Students will be required to use the hand sanitizing station prior to entering campus.
- Students are required to wear cloth masks or face coverings and practice distancing at all times on campus. Students who do not have a cloth mask will be given one prior to entering campus.

MORNING ARRIVAL –Esperero Canyon Middle School Gate

- Drop off at the ECMS gate on the north side of campus will not be permitted at this time.

MORNING ARRIVAL – Bus Bay

- Students will be expected to wear cloth masks or face coverings at all times while riding the bus.
- Students will exit their bus and go directly to their designated play area:
 - Kinders - MPR or Kinder playground (staff member will provide direction each day)
 - 1st and 2nd graders - basketball court area on big field
 - 3rd, 4th, and 5th graders - big field, play structure at north side of the large field, and ramada area located at north end of the large field.
- There will be staff available to direct students as they exit the busses.
- There will be staff available to supervise students at their designated areas (see above).
- Students will be required to use the hand sanitizing station prior to entering campus.
- Students are required to wear cloth masks or face coverings and practice safe distancing at all times on campus. Students who do not have a mask will be given one prior to entering campus.

AFTERNOON DISMISSAL – Curbside Pick-up at Main Campus Entrance

- Students will be dismissed starting at 3:00pm (1:30pm on early release Mondays).
- Teachers will escort students to the parent pick up area at the front of the school to ensure safe dismissal.
- Parents will NOT BE ALLOWED TO PARK in the lot and pick up their students from campus – parents MUST USE THE STUDENT PICK UP LANE and STAY IN THEIR CARS at all times.
- There will be eight pick-up slots in the student pick up lane at the front of the school.
- Parents should proceed along the curb to the first eight available spaces as per the direction of the crossing guard.
- Parking is **NOT** allowed along the curb – It is for fluid student pick-up traffic only.

- The school-provided name plate should be placed on the vehicle dashboard. This will allow staff members out front to know which children are being picked up.
- K-2 grade students will be stationed under the ramada out front of school as they wait for their vehicles.
- 3-5 grade students will be stationed in the MPR as they wait for their vehicles.
- Students will be called to stand in the appropriate car line slot when their vehicle enters the pick-up area.
- Social distancing will be enforced at the stationing and pick-up areas when students are waiting for their vehicles.
- Students are required to wear cloth masks or face coverings in the stationing and pick-up area.

AFTERNOON DISMISSAL – Esperero Canyon Middle School Gate

- Student pick up at the ECMS gate on the north side of campus will not be permitted at this time.

AFTERNOON DISMISSAL – Bus Bay

- Teachers will escort students to the bus bay area to ensure safe dismissal.
- There will be staff on site to supervise students as they wait to board their bus.
- Students will be separated into groups based on their bus numbers, and social distancing will be enforced at all times in the bus bay.
- Students are required to wear cloth masks or face coverings in the bus bay and while riding the bus.

TRANSITIONS & DISTANCING

CLASSROOMS

- Students will maintain physical distancing in the classroom when at desks, tables and throughout the room.
- Students will be facing forward as much as possible, and will not engage in close group or partner work.
- Staff and students are required to wear cloth face masks or coverings while on campus. Masks may be removed during PE (when physical distancing is possible) and while eating lunch.
- Grade level teachers and staff will develop a structure for students that supports physical distancing when switching between groups or classrooms. (e.g. establish one-way route between classrooms, taking the nature trail, etc.)

HALLWAYS

- Students will maintain social distancing when in line and stay on the far-right side of the hallway during passing.
- Only the right door of each pod will be unlocked from the outside.

RESTROOMS

- Restroom capacity is determined by the number of stalls within each restroom
- Students are to closely follow the go-flush-wash-leave procedure
- If a restroom is at capacity, students are to wait outside of the restroom until another student has left

STUDENT SERVICES

- There will be limited mixing of cohorts of students throughout the day. It is acceptable to mix groups in order to service subgroups of students. (SPED, IDS, and Extended Math)
- After student groups transition from the classroom, desks, tables, and surfaces will be disinfected.

LUNCH

- To reduce the number of students in the courtyard, there will be three lunch periods:
 - K-1 at 11:00 am
 - 2-3 at 11:35 am
 - 4-5 at 12:05 pm
- Students will eat outside in the courtyard maintaining physical distancing during the lunch period (two students per table).
- If the courtyard has reached capacity during the lunch period, one grade level will eat lunch in the MPR while the other grade level will eat in the courtyard, alternating inside/outside each week.
- In the courtyard, 2 students will be permitted to sit at each table.
- In the MPR, 4 students will be permitted to sit at each table.
- Physical distancing will be enforced during the lunch periods.
- Tables will be disinfected prior to each lunch period.
- Students are encouraged to pack their own lunch, however Grab-n-Go breakfast and lunch options will be available.
- Disposable food service items will be provided at each meal.

RECESS

- Morning recess will be scheduled and staggered by grade level.
- The playground equipment will be disinfected before each recess period.
- Students will be required to wear their masks at recess unless physical distancing can be enforced (Miler's Club, students sitting 6ft apart at benches).
- Staff will be monitoring students to ensure physical distancing as much as possible while on the playground.

DISINFECTING & CLEANLINESS

HANDWASHING

- Students will continue to follow all regular hand washing/sanitizing procedures after bathroom usage, but will have additional situations that will warrant additional handwashing, including but not limited to:
 - Coughing, sneezing, and other unsanitary actions. Students will immediately go to the nearest location for handwashing or hand sanitizer.
 - Students will be given access to wash their hands at any time they feel the need to. Access will not be restricted for behavior, but may be modified if necessary.
 - Students will be provided with education on appropriate ways to hand wash, the power of hand washing, and other similar topics.
 - Teachers will develop structures within their classrooms that require students to wash or sanitize their hands every hour.
 - All students engaging in social time will begin with clean hands.
 - Anytime students are exposed to peers in other classes they will be expected to wash or sanitize their hands, except during recess where they will be cleaning immediately afterward.
 - Students will wash/sanitize before exiting the room to transition to other classes/activities.

DISINFECTING CLASSROOMS & MATERIALS

- Special Area Classes: Materials and surfaces in use will be disinfected in between each class.
- Students will not be sharing materials during class.
- Classroom materials and surfaces will be disinfected throughout the day as needed.
- Classroom surfaces that are regularly used or touched throughout the day will be cleaned and disinfected on a more frequent basis. (e.g. bathrooms, door handles, light switches, smartboards and faucets)
- Educational Assistants will be assisting teachers with disinfecting materials and surfaces when needed.
- Classrooms will be thoroughly cleaned and disinfected each night by custodial staff.

STUDENT MATERIALS

- Students will keep and use their own set of materials (pencils, crayons, markers, notebooks, manipulatives, etc.). Sharing of daily classroom materials will not be permitted.
- Students will take their own set of materials to special area classes when needed and store materials in their classroom when not using.
- Student materials will be kept in desks, cubbies, or baskets and not stacked with other student materials.
- Students will still have access to books, games and other classroom materials. Those items will be cleaned prior to use by others.

PLAYGROUND EQUIPMENT

- Playground equipment will be limited to the physical structures that are already on the playground at this time.
- Morning recesses will be scheduled and staggered by each grade level.
- Playground equipment on the kindergarten, primary playground, and big field will be disinfected prior to each morning recess group.
- Playground equipment will be disinfected prior to each lunch recess group.