

Re-Opening Plan A

Lighting Our Way Forward

Re-Opening Plans & Scheduling

Plan A to begin Oct. 5th

Re-Opening Plans for Educational Continuity

Student Health and Safety

NCDHHS Requirement	Building-BCES	Protocols Implemented
Provide social distancing floor/seating markings in waiting and reception areas	Office Student Services	<i>Extra furniture removed Individual Seating Floor Markers Applied</i>
Mark 6 feet of spacing in areas where people congregate	All Main Breezeways Entrance-Front Entrance-Bus K-1 Hall 2-5 Hall	<i>Benches removed Floor Markers Applied</i>
Provide marks on restroom floors	Front Breezeway K-1 Hall 2-5 Hall Gym	<i>Floor markers Sink markers Closed for Cleaning Barriers</i>
Limit nonessential visitors and activities	All visitors have temperature taken and symptoms screened before entering the building	<i>Staff and Students in Building Only Essential Visitors No Volunteers</i>
Staff to monitor arrival and dismissal to discourage congregating and ensure students go straight from vehicle to their classrooms	Staff Arrive at 7:30 Building open at 7:40 All staff in designated spot at 7:40 Schedule for monitoring -Front Entrance -Bus Entrance -Car Drop Off -Bus Drop Off -K-1 Hall/Bathrooms -2/5 Hall/Bathrooms	<i>Duty Schedule for Staff -Arrival -Dismissal -Movement during school day Clear messaging to families explaining protocols</i>
Discontinue use of any self-service food or beverage; food should be individually wrapped	Child Nutrition -condiment station -utensil, napkin -drink station for staff	Breakfast <i>2 carts (one for each hall) Staff Distributing Breakfast as students come down hallway All students get breakfast.</i> Lunch <i>Staff deliver lunch to classrooms on schedule Trash cans emptied and Desks cleaned after eating Extra cleaning in the afternoon</i>

Provide adequate supplies (soap, hand-sanitizer with at least 60% alcohol)	Necessary cleaning supplies are provided by Maintenance Dept.	<i>Custodians have schedule for filling of all dispensers daily</i>
Teach and reinforce handwashing with soap and water for at least 20 seconds, correct use of hand sanitizer	Posters in bathrooms Health Lessons to include proper hand washing, correct use of hand sanitizer, coughing/sneezing into elbow, why to social distance	<i>Ms. Miller has already taught proper hand-washing in health lessons. Continue health curriculum and frequent reminders of best practices for wait, wash, wear</i>
Increase monitoring to ensure adherence among students and staff	Details included in BOY Staff Meeting Weekly Reminders through Growl (staff email newsletter) We continue to revise this schedule based on need	<i>To increase the flow of traffic in our front circle under Plan A, we will add another drop/off screening point. Students go straight to classroom upon entering the building. Staff is stationed throughout the main breezeway and hallways to encourage social distancing. Bathrooms are monitored. Students eat breakfast in the classroom.</i>
Provide hand sanitizer at every building entrance and exit, cafeteria, in every classroom	(1) Front Door (1) Bus Door (2) Cafeteria Doors (1) Multipurpose Door Classrooms	<i>Custodians have schedule for filling of all dispensers daily</i>
Systematically and frequently check and refill hand sanitizers	Included in custodial schedule	
Encourage staff and students to cough and sneeze into their elbow or cover with a tissue. Used tissues thrown in trash and hands washed immediately with soap and water for 20 seconds	Morning Announcements Classroom reminders Direct Instruction through Health Lessons	<i>NC Health Essential Standards and pacing for Miller</i>
Incorporate frequent handwashing and sanitation breaks into classroom activity	Included in classroom schedules	<i>Messaging to families</i>
Allow time between activities for proper cleaning and disinfection of high-touch surfaces	Revise playground schedule to include cleaning of equipment Time between whole class bathroom breaks	<i>How do we "clean" the playground?</i>

	Protocols for High 5 Groups	
Establish a schedule for ongoing and routine environmental cleaning and disinfecting of high-touch areas with an EPA-approved disinfectant for SARS-CoV-2; disinfect all shared objects	Custodial Schedule	<i>Custodial Training</i>
Ensure safe and correct use and storage of cleaning and disinfection products and allow for adequate ventilation when staff uses such products	Custodial closets In classroom	<i>Staff Training (how to disinfect at BOY staff meeting?)</i>
Limit sharing of personal items and supplies such as writing utensils	Students have personal storage for pencils No shared pencils, colored pencils, crayons, glue sticks, scissors, etc.	
Keep students personal belongings separate and in individually labeled cubbies or containers	Pencil box for writing utensils Art box kept in classroom Music box kept in classroom	<i>3-pencil boxes per student -classroom -art -High 5</i>
Limit use of classroom materials to small groups and disinfect between uses	For High 5 Groups All individuals have pencil boxes that move with them	<i>Clean between groups for EC and Title I/High 5</i>
Ensure all non-disposable food service items and minimally handled and washed with hot water and soap	Child Nutrition/Cafeteria	
Enforce that staff and students stay home IF: -they tested positive for OR are showing COVID-19 symptoms, until they meet the criteria to return -they have recently had close contact with a person with COVID-19, until they meet the criteria to return	Protocols explained to staff and families Teacher, Nurse, Student Services and Admin. work together to inform families	<i>Signage with symptoms Flow chart when to return Flyers for Nurse and Front Office with information for families</i>
Conduct system screening of any person entering the building, including students, staff, family members, and	Arrival Screening Car Drop Off Bus Riders Visitors	<i>Training for drivers Training for staff Training for students during first days of school</i>

<p>other visitors; Screening may be provided at the school entrance, during arrival at school, or upon boarding school transportation</p> <p>-fever is determined by a measured temperature of 100.4F or greater</p> <p>-individuals waiting to be screened must stand 6 feet apart</p> <p>-staff person taking temperature must wear face covering and must stand 6 feet apart, unless taking temperature</p> <p>-use touchless thermometer</p> <p>-staff person must wash hands or use hand sanitizer before touching the thermometer</p> <p>-staff person must wear gloves and change between direct contact with individuals and must wash hands or use hand sanitizer after removing gloves</p> <p>-staff person must clean and sanitize the thermometer using manufacturer's instructions</p>		<p><i># thermometers</i></p> <p><i># clipboards with forms (date, name, temp., symptoms checklist)</i></p> <p><i>For Staff:</i></p> <p><i>gloves</i></p> <p><i>hand-sanitizer</i></p> <p><i>face coverings</i></p> <p><i>Training for how to clean screening stations daily</i></p> <p><i>sliding window for front office</i></p> <p><i>Send staff home when sick</i></p> <p><i>List of alternative support for when staff must leave campus due to illness</i></p>
<p>Schools may choose to use parent/guardian assentation form in lieu of in-person screening upon entering school transportation; However students MUST be screened before entering the school building</p>	<p>Assentation form for ALL bus riders or ALL students to keep on file?</p> <p>Plan for Morning Arrival</p>	<p><i>Assentation form</i></p>
<p>Post signage at main entrance requesting that people who have been symptomatic with fever and/or cough not enter</p>	<p>Check toolkit and resources for signs we can print</p> <p>Front Door</p> <p>Office</p> <p>On Window</p> <p>Bus Door</p> <p>Gym Breezeway</p> <p>Bulletin Boards</p>	<p><i># of signage</i></p> <p><i>Type of signage</i></p>

Educate staff and students and families about the signs and symptoms of COVID-19	Weekly staff emails Family Newsletter All-Calls Handbook Website Facebook	<i>Update messaging</i> <i>List of accurate channels for information and support</i>
Dedicate a space for symptomatic individuals that will not be used for other purposes	Bear's Den (Sick Zone) Multi-Purpose Room (used for storage; dividers to set up kiosk for nurse and ill people can wait) Dividers Seats Desk Phone Beds Cleaner PPE	<i>Set up Multi-Purpose Room to accommodate safe social distancing for symptomatic</i>
Immediately isolate symptomatic individuals to the designated area and send them home to isolate	Protocols for all staff when they suspect students are symptomatic during the school day	<i>Guidelines in Staff Handbook</i> <i>-call Student Services</i> <i>-designated person come to collect student from classroom</i>
Ensure symptomatic student remains under visual supervision of a staff member who is at least 6 feet apart; supervising adult should wear face covering or surgical mask	Designated staff to monitor Bear's Den (sick zone) Training for staff who monitor-protocols in place -gloves -face coverings -cleaner -record keeping	<i>Clear protocols for how students and staff are handled when symptomatic or running a fever of 100.4 or higher</i>
Require symptomatic person to wear cloth face covering or surgical mask while waiting to leave the facility	Face coverings for symptomatic students and staff	<i>Add a question to health form regarding individual students wearing mask</i>
Require school nurses or delegated school staff who provide direct patient contact to wear PPE and perform hygiene after removing PPE	Protocol for cleaning Designated staff list Alternative staff list (when designated staff is sick or quarantined)	<i>Clear protocols for staff who have direct contact with symptomatic people-what PPE is required, disinfecting after, and hand-washing after discarding PPE</i>
Implement cleaning and disinfecting procedures following CDC guidelines	Maintenance/Custodial Guidelines posted in custodial closets	<i>Type of signage</i> <i># of signs</i>

	Signage	<i>Custodial and Child Nutrition staff trained in cleaning protocols -what to use? -how to use? -where it's stored?</i>
Have a plan for how to transport ill student or staff member home or to medical care	SRO? Bus with designated staff Plan for when parents or guardians cannot be reached	<i>Messaging to families on importance of accurate contact information and school's protocol if they cannot be reached and child is sick or symptomatic</i>
Adhere to requirements for students and staff to return to school	Flyers for Nurse (fact sheets), Student Service and Front Office with information	<i>Staff who answer phone trained to deliver accurate information on when it is safe to return to school</i>
Ensure that IF a person with COVID-19 was in the school setting while infectious, school administrators coordinate with local health officials to notify staff and families IMMEDIATELY while maintaining confidentiality in accordance with FERPA	Contact-Dr. Hoffman Tammy Cody Dr. Ramsey	
If a person has been diagnosed with COVID-19 but DOES NOT have symptoms, they must remain out of the building until 10 days has passed the date of first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms	Clear messaging	<i>Signage and flyers (fact sheets)</i>
If a person has been diagnosed with COVID-19 or has been presumed positive by a medical professional due to symptoms, they are NOT required to have documentation of a negative test in order to return to school	Clear communication	<i>Facts included in Student and Staff Handbook</i>
If person has been in close contact with someone diagnosed with COVID-19,	Clear communication	<i>Facts included in Student and Staff Handbook</i>

<p>they must remain out the building for 14 days since the last date of exposure unless they test positive. They MUST complete the full 14 day quarantine, even IF they test negative</p>		
<p>Disseminate COVID-19 information and combat misinformation through multiple channels to staff, students and families; ensure families are able to access communication channels to appropriate staff at the school with questions and concerns</p>	<p>Make sure office and student service staff have access to ACCURATE information</p> <p>Include sources for reliable information</p> <p>Weekly messaging to staff with updates of fact related to COVID-19</p>	<p><i>List of accurate resource channels</i></p> <p><i>Student Handbook</i></p> <p><i>Staff Handbook</i></p>
<p>Put up signs, posters, and flyers at main entrances and in key areas throughout the school building and facility</p>	<p>Signage</p> <ul style="list-style-type: none"> -Main Entrance -Breezeway -Office -K-1 Hall -2-5 Hall -Art Wing -Gym -Gym Breezeway 	<p><i>Type of Signs Needed</i></p> <p><i>Size of Signs</i></p> <p><i># of each sign needed</i></p>
<p>Teach students who cannot read yet, what the signs language and symbols mean</p>	<p>K-1 teachers teach what signage means</p> <p>All teachers review signage and implement expectations thru PBIS trainings</p>	