



TULARE COUNTY  
HEALTH & HUMAN SERVICES AGENCY

Timothy W. Lutz, MBA  
Agency Director

Karen M. Elliott, MBA • Director • Public Health Branch Director  
Karen Haught, MD, MPH • County Health Officer

Waiver Application Cover Form

(for use by a Local Education Agency or equivalent)

Please submit one application for each local educational agency or equivalent. If applying on behalf of a school district please submit one application for elementary schools in the district that are seeking to reopen for in-person instruction. If applying for an independent, private, faith-based, or charter school, please submit an application for each school.

Name of Applicant (Local Educational Agency or Equivalent): Oak Valley Union Elementary

School District School Type:

Traditional Public School

Charter School

Private, Independent, or Faith-Based School

Number of schools: 1 Enrollment/ADA: 580

Superintendent (or equivalent) Name: Heather Pilgrim, Ed.S.

Address: 24500 Rd. 68, Tulare, CA 93274

Grades of Students Proposed to be Reopened:

TK  K  1st  2nd  3rd  4th  5th  6th

Date of Proposed Reopening: November 2, 2020

Name of Person Completing Application: Heather Pilgrim, Ed.S.

Phone Number: 559-688-2908 Email: h.pilgrim@oakvalleyschool.org

Signature: [Handwritten Signature] Date: 9.25.2020

**Waiver Criteria**  
Oak Valley Union Elementary School District

**I. Consultation**

**Please confirm consultation with the following groups:**

**A. Labor Organization**

1. Name of Organization(s) and Date(s) Consulted: California Teachers Association (CTA), no CSEA
  - a. Consulted via email on June 2, 2020, July 30, 2020, August 5, 2020, August 7, 2020, August 12, 2020, August 18, 2020
  - b. MOU Board approved on August 11, 2020
  - c. Staff Surveys May 25th, 2020 September 9, 2020.
2. Summary: Staff surveys initially (May 2020) indicated that nearly 60% of teachers would feel comfortable coming back to work teaching a hybrid model and 41% would feel comfortable coming back in a traditional setting with an overwhelming 90% willing to assist with periodically disinfecting their own rooms and conducting health checks throughout the day. It is evident that the staff would prefer a cautious approach to re-opening in-person instruction. A secondary survey in regards to the waiver process (Sept 2020) indicated that staff would prefer for a TK-6th grade waiver application versus just TK-2 which supports the initial survey assessment of having a cautious re-opening.

**B. Parent and Community Organizations**

1. Name of Organization(s) and Date(s) Consulted:
  - a. Parent Surveys via link on website on June 9, 2020, June 30 2020, & September 10, 2020.
  - b. School Site Council/English Language Acquisition Committee meeting September 17, 2020.
  - c. Board Meeting agenda item and approval of waiver process on September 8, 2020.
2. Summary: Parent surveys initially (June 9, 2020) indicated that 67% would like to come back to school in August in a traditional format. Then, an instructional planning survey given at the end of June indicated a little dip in percentage, 57%, wanting to continue with returning in a traditional format. A Sept 10th survey regarding waivers indicated that parents preferred the district apply for a TK-6th grade waiver or if the county opened up per Governor's color rating, they (65%) would like to come back in a traditional format.

SSC/ELAC parents inquired about the waiver process and agreed that a waiver should be applied for TK-6th grade in-person instruction. They wanted more information on what the difference was between a waiver and a cohort, which was discussed. Either way, parents were eager to see students return to in-person instruction. Governing School Board members unanimously agreed that a waiver needs to be applied for. Their approach is a gradual approach to

re-opening to ensure that health and safety guidelines are being adhered to as well as trying to work through the new transportation procedures. Based on past survey results, 60% of families would like to return in a traditional format, 25% would like to return as a hybrid format (A/B days), and roughly 15% would like to continue with Distance Learning. If the numbers are the same, the district will make an effort to offer all three tracks as long as we can adhere to the social distancing requirements. Seventh and eighth grade will continue as Distance Learning until we can return fully per state and county guidelines i.e. red indicator. Distance Learning will continue to be an option for families based on need.

## **II. Elementary School Reopening Plans**

**Please confirm that elementary school reopening plan(s) addressing the following, consistent with guidance from the California Department of Public Health and the local health department, have been published on the website of the local educational agency (or equivalent):**

### **A. Cleaning and Disinfection: How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.**

1. Custodial staff are assigned to designated areas to disinfect, including certain classrooms and are on a schedule and repetitive cycle for those high frequented areas such as bathrooms, busses, etc. New disinfectants and foggers have been reviewed and purchased to ensure that the appropriate materials are used to kill the COVID19 virus. Custodial staff have been trained by our liability company on how to clean and disinfect all surfaces. An additional custodian has been hired to assist with additional cleaning and disinfecting of the school.(page 2)
2. Teaching staff have agreed to clean small group table tops after each group has finished their small group instruction, desk tops after each middle school class period, and all desktops at the end of the day. Teachers and staff will be trained from our liability insurance carrier on how to sanitize and disinfect their classrooms.(page 2)
3. Shared items will no longer be available. Each student will have their own materials kept in their own area of the classroom. If there are to be shared items due to a collaborative project, then hand sanitizer will be used before and after they used the items as well as the items being washed down with a disinfectant.(page 2 & 3)

### **B. Cohorting: How students will be kept in small, stable, groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the cohort.**

1. Due to our size, OVUESD is able to minimize cohort mixing by having all grade levels stay together through recesses and cafeteria time so that we can contain all contact with only their grade level. Recess areas will be designated for certain

grade levels and will have a designated time to the playground by themselves. The same will occur with lunch time in the cafeteria. Certain grade levels will enter the cafeteria through certain entry ways and stay in a certain area of the cafeteria. Then the area will be disinfected prior to the next group. Breakfast will be eaten in the classroom after school has started. (page 3)

2. During the instructional time in the classroom, students will be socially distanced at their desks with plexi-glass guards around them, along with wearing their masks. Small group tables will have plexi-glass dividers as well. Small groups will be decreased to even smaller amounts such as a max of 3 per group. (page 3)

**C. Entrance, Egress, and Movement Within the School: How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.**

1. Morning Arrival Procedures (page 4)
  - a. Multiple drop off areas will be available.
  - b. Drop off areas will be designated alphabetically by last name (if multiple last names, go by the oldest students last name)
  - c. Cafeteria Area: A-L
  - d. TK entrance: M-Z
  - e. Buses will drop off students at the library entrance
  - f. New start time at 8:15am to limit the amount of time students are on the playground.
  - g. Parents cannot come on to the school campus.
2. Afternoon Dismissal Procedures (page 4)
  - a. Students will be dismissed in a staggered format.
  - b. Older students, grades 4-8, will be released first in order to retrieve younger siblings from classrooms.
  - c. Kindergarten will release students to their parents from the cafeteria exits.
  - d. Students will exit the same gate they entered in the morning.
    - i. A-L Cafeteria area
    - ii. M-Z TK entrance
  - e. Parents wait outside the campus and students come to them.
  - f. Staff will monitor students and how they exit the campus to their parents.
  - g. Masks are to be worn during this time.
  - h. While waiting for the bus and or parents, students will stand on “stand here” stickers that are affixed to the ground.
3. Cafeteria: Breakfast/Lunch & Recess Time (page 5)
  - a. Breakfast will be provided in the classroom for all students during the first part of the day.
  - b. Grab-N-Go meals for 4-6th grade lunch for quick movement. TK-3rd will eat lunch in their rooms and instructional aides assigned to the classroom will monitor the students during their lunch time.

- c. While waiting in line, students will stand on “stand here” stickers that are affixed to the ground.
- d. Plexi-Glass dividers for the cafeteria tables.
- e. More tables with less students at each table.
- f. Different entrances for grade levels so there is not mingling of different grade levels.
- g. Playground is divided up by grade level so that fewer students interact with each other.

**D. Face Coverings and Other Essential Protective Gear: How CDPH’s face covering requirements will be satisfied and enforced.**

1. The moment any staff member, student, or visitor enters the campus, they will be required to wear a mask unless the child is between the ages of kindergarten and 2nd grade in that case it will be encouraged but not required, along with any adult or child that has medical reasons for not wearing a mask. (page 2)
2. Masks and face shields are provided for all staff and visitors and are available in the office. (page 2)

**E. Health Screenings for Students and Staff: How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.**

1. Staff are to take the health assessment prior to coming to work and sign off on the monthly form that they are healthy to work that day. The Health Assessment form is to be posted by their classroom door, door to their office, or any other appropriate location near their workspace. (page 4) The Health Assessment includes a “no” response to the CDC questions:
  - a. Are you experiencing any symptoms such as current or recent fever (100.4 or higher), new or worsening cough, new or worsening shortness of breath or respiratory illness, sudden lack of taste or smell, sudden onset of unexplained gastrointestinal illness?
  - b. Have you been in close contact with anyone who has been diagnosed with COVID19?
  - c. Have you been in close contact with anyone who is experiencing symptoms of COVID19 but is yet to be confirmed?
  - d. Are you living with or in close contact with anyone such as a family member who is experiencing symptoms or has been confirmed as positive for COVID19?
2. Students will have their temperature taken prior to entering the campus. An employee will be at each entrance with a thermometer. Students will not be permitted on campus who have a temperature of 100.4 or higher. Parents will be expected to conduct their child’s health assessment (including the aforementioned questions in 1 above) prior to coming to school as well. Prior to students going to lunch, the teacher will take each student’s temperature again. (page 4-5)

3. Persons with any COVID symptoms will be treated presumptively as if positive for COVID19. They will be asked to do the following:
  - a. Isolate until they meet the CDC criteria of >10 days of symptom start, symptoms have improved, and no fever in the last 24 hours.
  - b. Person may return sooner than 10 days with a negative COVID test or a doctor's note plus no fever in the last 24 hours and symptoms have improved per the school sick protocol.
4. Ill Students:
  - a. Students tell their teacher or staff member that they are not feeling well.
  - b. Staff member has the student report to the nurse's office to be examined by the Health Aide.
  - c. Health Aide will determine if the symptoms are conducive to COVID19. If yes, then the student will be isolated in the nurse's office or conference room.
  - d. Parents are called to come pick up their child and a COVID19 health report will be given to the parent.
  - e. Parents have the responsibility of taking the child to the doctor.
  - f. The child does not return to school until a doctor has released the child to return to school.
  - g. If the doctor determines that the child has COVID19, the school district will follow the protocols from the Health Department.
  - h. Investigate who has had direct contact with the child and proceed with contact tracing.
  - i. Follow contact tracing guidelines for quarantining appropriate students and staff.
  - j. If quarantine is necessary, it can be isolated to the entire classroom or the entire grade level depending on the recommendation of the Tulare County Health Department. The district is implementing grade level lunch and recess schedules so that there is limited contact with other grade levels in order to contain any need for quarantine to the fewest people possible.
5. Ill Staff Members:
  - a. Employee notifies the Principal or Superintendent immediately of health concerns.
  - b. If conducive to COVID19 symptoms, the employee will be asked to go home immediately.
  - c. Employee goes to the doctor and receives testing.
  - d. If positive COVID19 results, contact tracing procedures will be conducted.

**F. Healthy Hygiene Practices: The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.**

1. Hand sanitizer stations are placed at every entry to the school, in the cafeteria, and in every classroom. (page 2)

2. Teachers conduct handwashing exercises and dedicate time for all students to wash their hands after recess, before lunch, and after the bathroom breaks. (page 5)
3. Educational flyers on how to handwash in all bathrooms. (page 2)
4. Bottle water will be purchased to encourage students to drink from their individual water bottles that have been provided by the district and to not use the water fountains on campus.
5. The district will provide a Healthy Hygiene video for teachers to show at the re-opening of the school and re-play as a reminder throughout the year.

**G. Identification and Tracing of Contacts: Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.**

1. The Superintendent will immediately notify the Tulare County Public Health Liaison, the Registered Nurse for the school, and the school Health Aide. The contact tracer, Shay Stuber, Health Aide, will conduct all the contact tracing in consultation with the TCHHSA nurse and the school RN. All officials will work together to determine a course of action for the school.
2. The Superintendent will work with TCHHSA to determine appropriate next steps, including whether an extended closure for a classroom, grade level, grade span, or entire school is needed to stop or slow further spread of Covid-19.
3. The Superintendent will notify all families and employees of those who may be affected by the exposure after all contract tracing is completed
  - a. Contact Tracing Procedures: (page 4)
    - i. Assess the risk - identify close contacts, create a list, take action
    - ii. Identify close contact -was the person within 6 ft for a prolonged period of time (more than 15 minutes) with the confirmed person? Were they wearing masks?
    - iii. Identify exposure locations - classroom? Bus? Entrance? Exit? Common area?
    - iv. Start the Facility Contact List Risk Assessment Spreadsheet - risk level - high? Low?; Specific time/distance? PPE? Description
      1. If high - 14 day quarantine
      2. If low - remain in school and monitor symptoms
    - v. Be prepared to take action
      1. Confirmed positive- Isolate
      2. High Risk - Quarantine
      3. Low Risk - Monitor symptoms
    - vi. All high risk contacts will need to be COVID19 tested by the end of the 14 day quarantine period.

**H. Physical Distancing: How space and routines will be arranged to allow for adequate physical distancing of students and staff.**

1. Down each corridor, signs have been posted to remind everyone to socially distance.(page 2)
2. Floor markers are placed where students congregate in lines, such as the cafeteria or busses, to remind students to stand 6ft apart. The office has the same floor markers and signs are placed on the doors. (page 5)
3. Student desks are positioned 6 ft apart and each desk has a plexi-glass protector. Small group tables for reading groups have plexi-glass dividers. All primary classes that have designated “rug” time have splat mats that will be placed on the floor for the students to sit on so that they can recognize their “space”. (page 5)

**I. Staff Training and Family Education: How staff will be trained and families will be educated on the application and enforcement of the plan.**

1. Various newsletters have been sent home to parents explaining the waiver process, what is a waiver, re-opening health and safety guidelines, etc. Parent forums are held every other week with the principal for open dialogue and social media updates occur often on the district website, Instagram, and Facebook.
2. The parent liaison pushes out information about COVID19 health and safety guidelines along with posting various resources on the district website.

**J. Testing of Students and Staff: How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Describe how staff will be tested periodically to detect asymptomatic infections.**

1. When any staff member or student falls ill and has symptoms of COVID19, E4- III Students, and E5- III Staff, in this application will be followed. This includes students and staff returning only with a doctor's note stating that they are negative for COVID19.
2. Testing sites will be made available to families and staff to ensure immediate access to a test is available so that returning to school is not delayed. Testing sites in the Tulare area are:
  - a. RiteAid, 1645 W. Tulare Ave, Tulare
  - b. Tulare Urgent Care, 810 N. Cherry Ave, Tulare
  - c. Tulare Urgent Care, 1581 Hillman, Tulare
  - d. Altura Centers for Health, 1500 W. Tulare Dr. , Tulare
  - e. CVS Pharmacy, 2175 W. Bardsley Ave, Tulare
3. Staff will be encouraged to test periodically by their primary care physician or by visiting the aforementioned testing sites. The goal is for the entire district employees to be tested within a two month period. The Superintendent will monitor and keep track of all teacher/staff testing.



**K. Triggers for Switching to Distance Learning: The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction.**

1. The Superintendent will use the guidance provided by the Governor's office which indicates a re-closing procedure by class, to grade level, to grade span, to the entire school.
2. During any closure, disinfection of the entire school will take place.

**L. Communication Plans: How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.**

1. The Superintendent will send a letter to all parents explaining the cases and exposure without releasing student or staff names. The district will continue to use Blackboard Connect, our mass telecommunications systems, to call all parents in both English and Spanish, as well as use social media such as our district website, Instagram, and Facebook to communicate with parents. Confidentiality is our number one priority.

Appendixes:

Oak Valley UESD Guide to Re-Opening In-Person Instruction

Site map with designated play and restroom areas and drop off/pick up areas

COVID19 Flow map

TCHHS COVID19 powerpoint

# Oak Valley UESD Guide to Re-Opening In-Person Instruction

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September 2020

Heather Pilgrim, Ed.S.

Superintendent

## Basic Health and Safety Measures

1. Students and staff do not come to school with COVID19 symptoms:
  - a. Fever (above 100.4) or chills
  - b. Cough
  - c. shortness of breath or difficulty breathing
  - d. Fatigue
  - e. Muscle or body aches
  - f. Headache
  - g. New loss of taste or smell
  - h. sore throat
  - i. Congestion or runny nose
  - j. Nausea or vomiting
  - k. Diarrhea
2. Staff conducts a daily self-assessment of their health status prior to coming to work and stays home if COVID19 symptoms are present. Staff sign off on a daily health assessment form.
3. Parents conduct health checks of their children at home prior to bringing their children to school. If COVID19 symptoms are present, students stay home.
4. All students have their temperature taken with a no touch thermometer while entering the campus and before boarding a bus by a staff member. Temperature checks will be administered again prior to lunchtime.
5. It is highly recommended that all staff and students wear a mask while on campus. Face coverings are required for 3rd grade and up, strongly suggested for TK-2nd grade, and per mandate unless medical exemption, then a face shield with a drape preferable as long as condition allows for it. Masks are provided by the school if needed.
6. Wash hands and use hand sanitation frequently
7. Practice social distancing

## Visitors of Oak Valley

- Visitors to Oak Valley will be limited.
- If you have a person in your home under self-quarantine due to possible contact with a confirmed case, you are not permitted to visit the campus.
- All visitors must report directly to the reception desk to sign-in, complete the visitor log, have their temperature taken by a no touch thermometer, and complete a health assessment.

- Wear a mask.
- Wash hands and use hand sanitizer during their visit

## **Measures to Create a Safer Environment**

1. Temperature checks are conducted three times per day on the students:
  - a. At home by the parent
  - b. Prior to getting on the bus or entering the school campus
  - c. Mid day before lunch
2. Allow time for frequent hand washing or use of hand sanitizer
3. Installation of touchless paper towels and soap in every bathroom, along with proper hand washing flyers posted in each bathroom
4. Masks or face shields worn while on campus
5. Hand sanitizers in each entry point to the campus, classrooms, and cafeteria
6. Windows opened when possible to ventilate classrooms
7. Additional supplies purchased to clean and disinfect the school i.e. foggers
8. Clean and disinfect school classrooms, buildings, and restrooms more frequently.
9. Additional custodian hired.
10. Teachers disinfect small group tables and desks periodically throughout the day.
11. Teachers limit the sharing of materials and supplies between students.
12. A Health and Safety video is shown on the first day of in-person instruction and reviewed as a reminder throughout the school year. Parents are given the video to watch as a family prior to the first day of instruction.

## **Social Distancing Measures**

1. Multiple entrances are designated to prevent crowding during morning drop off.
2. Start time is earlier at 8:15am (versus 8:30) so there is less time on the playground. Students report to designated areas on the playground (see attached map, i.e. 1st/2nd in Play area A which is fenced off and labeled).
3. Breakfast is given in the classroom not in the cafeteria before school.
4. Lunches and recesses are staggered so less students within the same grade level can social distance and meals are provided in grab-n-go meals fashion for 4th-6th grade and TK-3rd eat in the classroom. Plexi-glass dividers placed on cafeteria tables. Recess areas are designated for certain grade levels.
5. Staggered release times for less crowding.

6. Place desks 6ft. apart from each other with plexi-glass barriers on each desk. Small group time is reduced to fewer students with plexi-glass in between.
7. Avoid group activities. Have virtual assemblies in the classroom.
8. Teach and model social distancing and avoid unnecessary touching
9. Affix stickers on the floor to have students distance themselves while in line (e.g., cafeteria, bus line)
10. Refrain from activities that require sharing class materials

## **School Bus Procedures**

1. School buses will be disinfected after each pick up/drop off.
2. Bus drivers and students wear masks on the bus.
3. Bus drivers take the temperature of students with a touchless thermometer. Students with a temperature of 100.4 or higher will be asked to return home.
4. Hand sanitizer will be available on the bus.
5. If weather permitting, buses will be well ventilated with the windows partially open.
6. Seating is from back to front by route pick up to avoid extra passing by in the aisles.
7. Students will social distance on the bus, except for family members who can sit together.

## **Procedures For When Student or Staff Become Ill**

Persons with any COVID symptoms will be treated presumptively as if positive for COVID19. They will be asked to do the following:

1. Isolate until they meet the CDC criteria of >10 days of symptom start, symptoms have improved, and no fever in the last 24 hours.
2. Person may return sooner than 10 days with a negative COVID test or a doctor's note plus no fever in the last 24 hours and symptoms have improved per the school sick protocol.

Students and staff who come down with symptoms of COVID19 will follow the procedure below:

### **Students**

1. Students tell their teacher or staff member that they are not feeling well.
2. Staff member has the student report to the nurse's office to be examined by the Health Aide.
3. Health Aide will determine if the symptoms are conducive to COVID19. If yes, then the student will be isolated in the COVID19 isolation area which is the office conference room.
4. Parents are called to come pick up their child and a COVID19 health report will be given to the parent.
5. Parents have the responsibility of taking the child to the doctor.

6. The child does not return to school until a doctor has released the child to return to school.
7. If the doctor determines that the child has COVID19, the school district will follow the protocols from the Health Department for Contact Tracing.
  - a. Contact Tracing Procedures:
    - i. Assess the risk - identify close contacts, create a list, take action
    - ii. Identify close contact -was the person within 6 ft for a prolonged period of time (more than 15 minutes) with the confirmed person? Were they wearing masks?
    - iii. Identify exposure locations - classroom? Bus? Entrance? Exit? Common area?
    - iv. Start the Facility Contact List Risk Assessment Spreadsheet - risk level - high? Low?; Specific time/distance? PPE? Description
      1. If high - 14 day quarantine
      2. If low - remain in school and monitor symptoms
    - v. Be prepared to take action
      1. Confirmed positive- Isolate
      2. High Risk - Quarantine
      3. Low Risk - Monitor symptoms
    - vi. All high risk contacts will need to be COVID19 tested by the end of the quarantine period but sooner if no symptoms.

\*\*\*If quarantine is necessary, it can be isolated to the entire classroom or the entire grade level depending on the recommendation of the Tulare County Health Department. The district is implementing grade level lunch and recess schedules so that there is limited contact with other grade levels in order to contain any need for quarantine to the fewest people possible.

### **Staff**

1. Employee notifies the Principal or Superintendent immediately of health concerns.
2. If conducive to COVID19 symptoms, the employee will be asked to go home immediately.
3. If positive COVID19 results, contact tracing procedures will be conducted.

## **Morning Arrival Procedures**

- Multiple drop off areas will be available
  - Drop off areas will be designated alphabetically by last name (if multiple last names, go by the oldest students last name)
    - Cafeteria Area: A-L
    - TK entrance: M-Z

- Buses will drop off students at the library entrance
- Temperature checks at each entrance. Temperatures of 100.4 or above will be asked to return home.
- Staff self-assess and sign off on the Health Assessment form.
- New start time at 8:15am to limit the amount of time students are on the playground.
- Parents cannot come on to the school campus.

## **Afternoon Dismissal Procedures**

1. Older students, grades 4-8, will be released first in order to retrieve younger siblings from classrooms. Older sibling waits, socially distanced, outside of the younger sibling's classroom and the teacher releases the child to the sibling one-by-one.
2. Kindergarten will release students to their parents from the cafeteria exits.
3. Students will exit the same gate they entered in the morning.
  - a. A-L Cafeteria area
  - b. M-Z TK entrance
  - c. Bus riders Library gate
4. While waiting in line, students stand on 6ft apart floor markers.
5. Parents wait outside the campus and students come to them.
6. Staff will monitor students and how they exit the campus to their parents.
7. Masks are to be worn during this time.

## **Instructional Time**

1. Students desks social distance 6ft apart.
2. Cloth face coverings are worn at all times indoors and outdoors when social distancing is not possible unless medically exempt per state mandate. Third grade and up is mandatory and TK-2nd grade is recommended. Medically exempt persons can wear a face shield preferably with a cloth drape attached as their condition allows. Same goes for TK-2nd grade.
3. Plexi-glass dividers between student's desks and small tables.
4. Students will not be allowed to share materials.
5. Classrooms are cleaned out and minimalized for easy sanitation.
6. More direct teaching and less collaboration between students.
7. Students remain in desks with very little walking around.
8. When students cannot social distance at their desks, masks must be worn.
9. Students assigned to one laptop device for the entire year.

10. PE is designed around individual style sports versus cooperative play.
11. Handwashing education and time designated for handwashing and sanitation.
12. Primary classes with “rug” time will use splat mats to stay in their own 6ft space.
13. Health check of all students prior to lunch.

### **Cafeteria: Breakfast/Lunch & Recess Time**

1. Breakfast will be provided in the classroom during the first part of the day.
2. Grab-N-Go meals for 4th-6th grade lunch and floor stickers indicate where students will stand in line 6ft apart and will stay seated with their class.
3. Plexi-Glass dividers for the cafeteria tables so students are spaced out.
4. More tables with less students at each table to maximize spacing.
5. Different entrances for each class so there is no mingling of different classes. For example Door A, B, and C are for 3 different classes to come through and they stay together. Each grade level, 4th, 5th, 6th will have different lunch times.
6. Morning and lunch recess are at different times for each 4th-6th grade. Playground is divided up by grade level so that fewer students interact with each other. TK through 3rd grade will not utilize the cafeteria, they will eat in their classrooms as food will be delivered. TK-3rd grade recess will be at the same time but utilize a different area of the playground (see map provided).