



Return *STRONGER*
S.A.F.E. Plan for 2020-21 School Re-Entry



Student Re-Entry Meeting for Parents
Grahamwood Elementary
Pete Johnson, Principal

Purpose



Provide an overview of student re-entry protocol and expectations for March 1, 2021 at Grahamwood Elementary School.

Return Stronger 2021 School Entry Plan



Coronavirus pandemic has changed how we see the world. However, we know that we have to continue to keep our students safe, teach them, and provide social and emotional support through this incredible time. We have decided to re-enter our building and serve our students who have opted for in-person learning while continuing virtual instruction.

Overview



- Our District is committed to providing the best learning experiences for our students. As we look forward to implementing the plan for the rapidly approaching phased return to in-person classrooms in March, we must garner our resources and efforts to continue providing high quality learning options to our students.
- This Re-entry plan will begin with students ***who chose the in-person learning option.***

What to Expect When Schools Reopen

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- Safety Protocols
- Utilization of Student Devices
- Social Distancing when Possible
- High-Quality Instruction
- Social-Emotional Support





Safety Protocols

Enhanced Health & Safety Protocols

INCREASED CLEANING

- All common areas will be thoroughly cleaned & disinfected at least twice per day
- Thorough cleaning & disinfection of all frequently touched areas at least four times per day
- Daily restock of all tissue, paper towels, hand soap & hand sanitizer dispensers

SAFEGUARDS TO LIMIT SPREAD OF GERMS

- Temperature & health monitoring for all students, staff & visitors
- Those with a fever or symptoms will not be allowed to remain at school/work; isolation areas designated for individuals with symptoms
- Social distancing markers in all buildings, reduced class transitions & reduced visitor volume
- Limiting class interactions & gatherings
- Hand sanitizer stations in all common areas & hallways
- Frequent opportunities for handwashing

USE OF PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Face mask requirements for students, staff & visitors will be based on current guidance from the Centers for Disease Control, Shelby County Health Department, and local government ordinances.
- All buildings will be equipped with emergency stock of PPE

HEALTH & SAFETY SIGNAGE IN ALL BUILDINGS

- Social distancing floor decals
- Visitor entry guidelines & mask requirement
- Handwashing, steps to avoid germs & stay home when sick

Safety Protocols Pictures

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Temperature Checks



- All staff members will be temperature checked upon entry.
- All students will be temperature checked while still in their cars and in the presence of a caregiver. This is critical for maintaining the safety of our school community and is therefore a reason why we are asking that all students arrive and leave by vehicle each day.
- Students will receive a sticker to indicate that they have been checked.
- Students who fail temperature checks (after two attempts) will not be allowed to exit their vehicles/enter the building. Students will have to remain away from school for 48 hours.
- Students who develop a fever (above 100.4) during the day, or who exhibit signs of sickness, will be sent to the safe room. A parent will then be notified and asked to come and pick up the sick student.

Mask Wearing



- All staff members and students are required to wear masks daily.
- Masks must be worn over both the nose and mouth.
- A new, clean mask should be worn each day.
- Students may double mask, but it is not required.
- Students will receive mask breaks periodically throughout the day.
- We recommend a lanyard to help keep masks off floor.
- A face shield may be worn over the mask but not in place of a mask.

Visiting Grahamwood



- Parents will be able to visit Grahamwood by appointment only.
- Parents will not be allowed to come to the building to bring missing supplies, forgotten lunch bags, bring food, eat lunch with their students, or meet with teachers.
- All parent meetings will be held virtually
- Technology Support will be available daily from 9-11AM and by special appointment.
- Guests entering the building must wear a mask and will be temperature checked upon arrival.



Lunch, Recess, and Restrooms

Recess & Restrooms

- Every effort will be made for students to have recess with their class cohort while engaging in some degree of physical distancing. Classes will have assigned areas outside (equipment will not be accessible until the weather is warmer)
- Students will sanitize their hands before and after recess.
- Restroom breaks will be scheduled to maintain cohort integrity. No more than two students will be allowed in the restroom at the same time.



School Meals

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- Breakfast and Lunch will be in the classroom
- Expect a combination of grab and go meals and boxed lunches from the cafeteria.
- Students who choose to bring their lunch must do so in a disposable container/bag (think: brown lunch bag). All items should be disposable (nothing to be returned home). Frozen yogurt tubes make great disposable ice packs!
- Staff will not be able to assist with opening food items. Please ensure everything is pre-opened/something your child can open.
- Caregivers may not bring or order (uber eats etc.) outside food, forgotten lunches, or special treats (including for birthdays). Nor can they come to the school to “eat lunch” with students.
- Virtual parents will still be able to pick up meals at school sites on the designated days.



Bell Times and Dress Code

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- All school bell times will return to their original times for both in-person and virtual learning.
- Grahamwood will have instruction from 8:15-3:15. Staff will begin checking temperatures in cars beginning at 8AM.
- Caregivers needing to drop students off before 8AM will need to secure before care with Y-Care or Aftermath.
- Students will not be required to wear uniforms during virtual learning. All in person learners will be required to wear uniforms:
 - Navy, white or baby blue uniform shirt (with a collar)
 - Grahamwood gear
 - Navy, black, or Khaki pants or skirts



Arrival and Dismissal

Arrival



- Parents will not be permitted to walk their students to class or to exit their vehicles/walk onto school grounds.
- Students will be required to wear masks and must have a mask on while getting ready to exit their vehicle.
- Upon arrival to your designated area (front, back), please pull to one of the cones and roll down the back window closest to the curb. Your child should be waiting there with their belongings ready (coat, tablet) and ready to be temperature checked.
- Due to COVID-19: arrival is BY CAR only. Parents are not permitted to walk onto campus, or to park on Faxon/Graham/Summer and walk onto campus.
- Students may not just be dropped off and left on our campus. All students must be temperature screened inside a vehicle and in the presence of a care-giver. If you need early drop off/care you will need to contract with the YMCA or Aftermath for before-care.
- Parents who drop students off early and without completing the in-car screening will be asked to return to campus to pick up the student.
- Students arriving late will need to be walked by a parent/caregiver to the front door (all grades) to be temperature checked. Students may not approach staff/the building without a caregiver.
- To help with COVID safety, we ask that parents become familiar with **drop off times** and locations. Please adhere to your assigned location/drop off point as well as all posted procedures.

KK– 2 Arrival



- Kindergarten students will enter the building from the BACK PARKING LOT ONLY.
 - Parents may **not** exit their vehicles and must pull to the cones/monitor. Students should be seated on the curb side.
 - Parents will roll down their window and the monitor will check the student's temperature.
 - Kindergarten students will then be directed to enter **via door 6**.
 - Breakfast will be served in the classroom
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- First and Second grade students will enter the building from the BACK PARKING LOT ONLY.
 - Parents may **not** exit their vehicles and must pull to the cones/monitor. Students should be seated on the curb side.
 - Parents will roll down their window and the monitor will check the student's temperature.
 - First grade students will then be directed to enter **via door 5**. Second grade students will be directed to walk to **door 10** of the second-grade building
 - Breakfast will be in the classroom.

3-5 Arrival



- Third Grade students will enter the building from the FRONT PARKING LOT ONLY.
- Parents may **not** exit their vehicles and must pull to the cones/monitor. Students should be seated on the curb side.
- Parents will roll down their window and the monitor will check the student's temperature.
- Students will then be directed to enter via **door 1a or 1b**.
- Breakfast will be in the classroom.

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- 4th and 5th Grade students will enter the building from the FRONT PARKING LOT ONLY.
 - Parents may **not** exit their vehicles and must pull to the cones/monitor. Students should be seated on the curb side.
 - Parents will roll down their window and the monitor will check the student's temperature.
 - Fourth grade students will then be directed to enter via **door 2**. Fifth grade students will be directed to walk to **door 1**
 - Breakfast will be in the classroom.

A Note

- For safety reasons, we are asking that all students arrive by car.
- Crossing guards will likely not be available.
- Parents cannot park their cars and walk onto campus.
- If you are unable to arrive by car, or your student will need to walk to school/home unsupervised, please reach out to Mr. Johnson by Thursday 2/25. He will discuss available options for "walkers" at that time.
- johnsonjo@scsk12.org

Dismissal



- Parents will not be allowed to enter the building to pick up their students.
- We ask that caregivers become familiar with **pick up times** and locations and adhere to them.
- Students will depart the school building at exits specified and at the times specified. Caregivers who enter the campus early, or at the wrong location, will be asked to circle the block/drive to the correct location.
- Students will be required to wear a mask as they exit the building to their awaiting cars/parents;
- Parents will not be allowed to exit their cars or gather in groups while waiting for students to dismiss.
- Please note that dismissal might take more time than in the past. This is because we have to maintain CDC guidelines for social distancing and COVID safety.
- Students not picked up by 3:30 will be lined up under the front porch. This is because it will be difficult to maintain cohort integrity. Students not picked up by 3:40 will be sent to aftercare. A charge may incur.
- **Early dismissal ends at 2PM. Caregivers should remain in their vehicles and call the front office to dismiss their student.**

KK– 2 Dismissal



- Kindergarten students will begin dismissing at 2:30P from the back parking lot ONLY.
- 1st and 2nd Grade Students will begin dismissing at 2:45 from the back parking lot ONLY. Cars should enter the drive and pull to one of the cones.
- Caregivers may not park and walk up to the door.
- Students will be loaded into cars on the curb side ONLY. Teachers will not walk students around cannot assist with buckling seat belts.
- We ask that caregivers pull directly out of the parking lot and onto Graham before stopping to help buckle in children.

3-5 Dismissal



- Students in grades 3-5 (single car-riders or carpool groups with all students in grades 3-5) will be dismissed beginning at 3:05P from the front drive ONLY
- Caregivers may not park and walk up to the door.
- Students will be loaded into cars on the curb side ONLY. Teachers will not walk students around and cannot assist with buckling seat belts.

Sibling/Carpool Arrival & Dismissal



- Parents with students in multiple grade bands should adhere to the following:
 - Families with any students in grades K-2 will pick up and drop off students in the BACK PARKING LOT ONLY.
 - If you have sibling groups in the same grade band (K-2 or 3-5), wait until the latest time to arrive/dismiss.
 - Sibling/Carpool Dismissal for families in multiple grade bands (i.e. one in K-2 and one in 3-5) will not begin until 3:10 and will be in the back parking lot. Please do not enter campus until that time.

Pre-K and Functional Skills Parent Drop Off and Pick Up

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- Due to health checks and questionnaires, students must be dropped off and picked up by adults.
- PreK/FS families not riding the bus will park on Tutwiler and walk up the walkway to the Annex building.
- PreK/FS students will enter using door 11 ONLY. Families with last names A-H will enter beginning at 8:15. Families with last names I-Z will enter beginning at 8:30.
- Social Distance markers will be outside for parents waiting to drop off and/or pick up students.
- **Parents will not be allowed to enter the building.**
- Teachers will scan students in and out of class using the Raptor System.
- Parents and students should wear masks upon arrival and dismissal.
- Teachers will have pre-populated forms with health questions & parent signature for sign-in each day.
- The Pre-k team must perform a temperature/health check of students before parents leave the premises.
- The teacher or assistant will check off students' arrival and verify their completion of the pre-populated health questionnaire.
- All students will wash or sanitize their hands before entering the classroom.

Classroom Operations Before/After School Activities or Care



- Aftermath and YCARE programs will resume and follow the CDC and SCHD guidelines.
- Teachers and students will sanitize their hands prior to entering and leaving classroom and practice physical distancing when feasible.
- Small groups should include no more than 2-3 students.
- Teachers and students are required to wear face masks or face shields. All Personal Protective Equipment (PPE) must be always worn properly.



Classroom Instruction

Student Options



425 students will return to in-person instruction.

480 students will be virtual.

- Discussions regarding the best option for individual students is always welcomed, however, parents are unable to switch back and forth between options.
- The majority of students will maintain their teacher of record whether in person or virtual.
- Students returning to the building will receive live instruction from their homeroom and/or subject teachers. Assignments and homework will continue to be given and collected virtually through TEAMS.

Student Devices & Classroom Instruction

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- Students must bring their fully-charged SCS devices and power cords, daily.
- Students will bring their cleaned and disinfected headsets daily.
- Backpacks are not permitted however a **drawstring backpack will be provided** so that tablets can be safely brought back and forth.
- All student supplies and workbooks must remain at school. Homework will be virtual only.



Supplies

- Shared school supplies and shared storage space will be discouraged to the extent possible.
- Supplies/books will be left at the school.
- Students will need their own school supply box. This has been donated by the GPTO.
- Students will not be able to bring backpacks and cubbies/lockers will not be available
- We have limited supplies available. Please let your teacher know if you need assistance with this.
- Masks are required. Lanyards are a great way to keep masks off the floor.
- Cleaning supplies and hand sanitizer will be provided however, we recommend students have some of these items available at their desks. Students unable to use school-provided cleaners or hand sanitizers will need to provide their own.

GRAHAMWOOD RETURN TO SCHOOL SUPPLIES K-1

- ☐ 1 pack of No 2 Pencils & 1 pack of cap erasers
- ☐ Ruler, Safety Scissors and Pencil Sharpener
- ☐ 1 box 24 crayola crayons and 1 pack fat markers
- ☐ 1 large glue stick
- ☐ Currently used tablets, composition books, sketchbooks, etc.
- ☐ Workbooks picked up during February pick-up
- ☐ Social Studies Weekly
- ☐ Refillable water bottle
- ☐ 1 mask for each day of the week, plus extras.
- ☐ Mask lanyards (optional)
- ☐ Personal hand sanitizer, box of Kleenex, 2 packs of WetOnes, 2 pack of paper towels (optional)



GRAHAMWOOD RETURN TO SCHOOL SUPPLIES: 2-5

- ☐ 1 pack of No 2 Pencils & 1 pack of cap erasers
- ☐ Ruler, Safety Scissors, and Pencil Sharpener
- ☐ 1 pack 12 colored pencils plus 1 pack markers.
- ☐ 1 large glue stick and 2 highlighters
- ☐ 1 dry erase board with 2-3 EXPO dry erase markers
- ☐ Currently used notebooks, Journals, sketchbook, binders, folders etc.
- ☐ Workbooks picked up during February pick-up
- ☐ Any issued textbooks
- ☐ Refillable water bottle
- ☐ 1 mask for each day of the week, plus extras.
- ☐ Mask lanyards (optional)
- ☐ Personal hand sanitizer, Kleenex box; 2 packs of WetOnes, 2 pack of paper towels (optional)



Daily Attendance



- Daily Attendance processes will be followed for all students.
- Teachers will call roll and record attendance in PowerSchool by 8:20.
- Attendance will be taken during every instructional block.
- Excuse notes should be emailed to the classroom teacher only.



Daily Schedule Scenarios In-Person



Day in the Life of an Elementary School Student During COVID-19

8:00 – 8:15 am

- Angela travels to school.
- Angela gets temperature checked while in the car
- Angela proceeds to her classroom to eat breakfast
- School will practice social distancing to the extent possible.

8:00 – 11:00 am

- Angela washes her hands before entering the room.
- Angela enters the classroom and finds her seat for instruction.
- Angela wears her mask.
- Angela receives instruction from her teacher
- Angela will submit her assignments through TEAMS but will not necessarily join the class "meeting" (unless for pull outs, etc.)
- Throughout the morning instruction, Angela will go to the restroom to wash hands.

11:00 – 1:00 pm

- Angela washes hands and eats lunch in classroom depending on her class's assigned time.

11:30 am – 3:30 pm

- Angela will continue instruction with her teacher (teachers will rotate not students in cases where classes are departmentalized)
- Angela returns to class for afternoon classes (recess or outside breaks will be incorporated into the school).

3:00 pm

- Angela prepares to go home and exits the building.



Day in the Life of an Elementary School Student Working Virtually During COVID-19

6:30 a.m.

- Karen wakes up from a good night's rest and starts her day.

6:45 a.m.

- Karen brushes her teeth, showers, combs her hair and gets dressed for virtual classes.

7:30 – 7:55 a.m.

- Karen makes sure to eat a good breakfast.

8:15 – 11:00 a.m. (Morning Instruction)

- Karen logs on to her virtual class.
- Karen receives instruction from her teacher via TEAMS.
- Karen receives synchronous and asynchronous instruction.
- Karen takes stretch breaks between morning class transitions.

11:00 – 1 p.m.

- Depending on class schedule, Karen eats a healthy lunch with the rest of the class.

11:30 – 3:15 p.m. (Afternoon Instruction)

- Karen logs back on to her virtual class.
- Karen receives instruction from her teacher via TEAMS.
- Karen receives synchronous and asynchronous instruction.

2:45-3:15 p.m.

- School is out and Karen is free to enjoy her afternoon.



Social and Emotional Supports

SEL 2020-21 Implementation



Virtual SEL Supports

- SRT & virtual check-ins, with Tier II students & parents, and staff, classroom guidance
- Virtual meetings w/the Mental Health Clinician/Social Worker, Bright Bytes referrals, individual and group counseling
- Provide virtual student behavior interventions at the tier-1 and early tier-2 levels. / Investigating Cyber-bullying complaints and state process.
- Social-Emotional Support Lines and Tele-therapy, grief, crisis counseling
- Virtual services with parental consent to new and existing student and new Tier III students
- ReSET Rooms operating supports and interventions through MS Teams to include student attendance, student searches, chronic absenteeism, and trauma sensitivity.
- Virtual SEL PD & consultation sessions / SEL curriculum pilot and district planning
- Providing registration & enrollment, homeless, truancy, discipline/behavior, restorative practices, chronic absenteeism, homebound, custody and POA support.

In-Person Supports

- Resume In-person SRT check-ins, with Tier II students & parents, and staff
- Meetings w/the Mental Health Clinician/Social Worker, Bright Bytes referrals, Group and individual counseling for students. / District and School PD & consultation sessions.
- Provide virtual behavior interventions at the tier-1 and early tier-2 levels. / Investigating bullying complaints and state process.
- Social-Emotional Support Lines and in-person and tele-therapy, grief, crisis counseling
- Reconvening Tier II and III services with parental consent to new and existing student and new Tier III students
- Providing registration & enrollment, homeless, truancy, discipline/behavior, restorative practices, chronic absenteeism, homebound, custody and POA support.

School Based SEL

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Mrs. Henderson-School Counselor
Office: 901-416-5990
Email: hendersonk1@scsk12.org
Needs Form on GES website



Ms. George- School Counselor
Office: 416-5992
Email: georgeds@scsk12.org
Needs Form on GES website



Ms. Levin- School Social Worker
Email: levinlc@scsk12.org
Needs form on GES website

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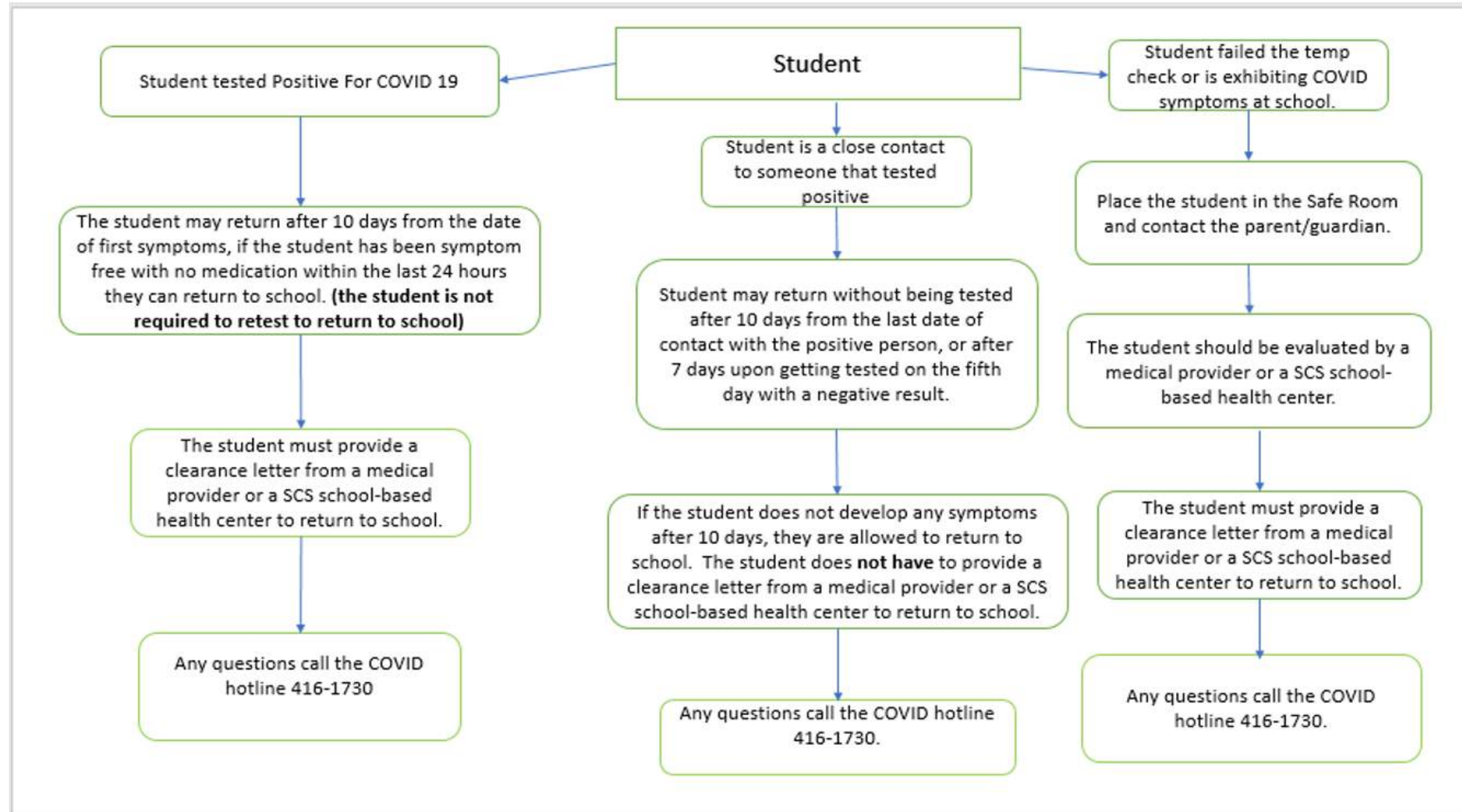
COVID-19 Protocols

Covid Protocols

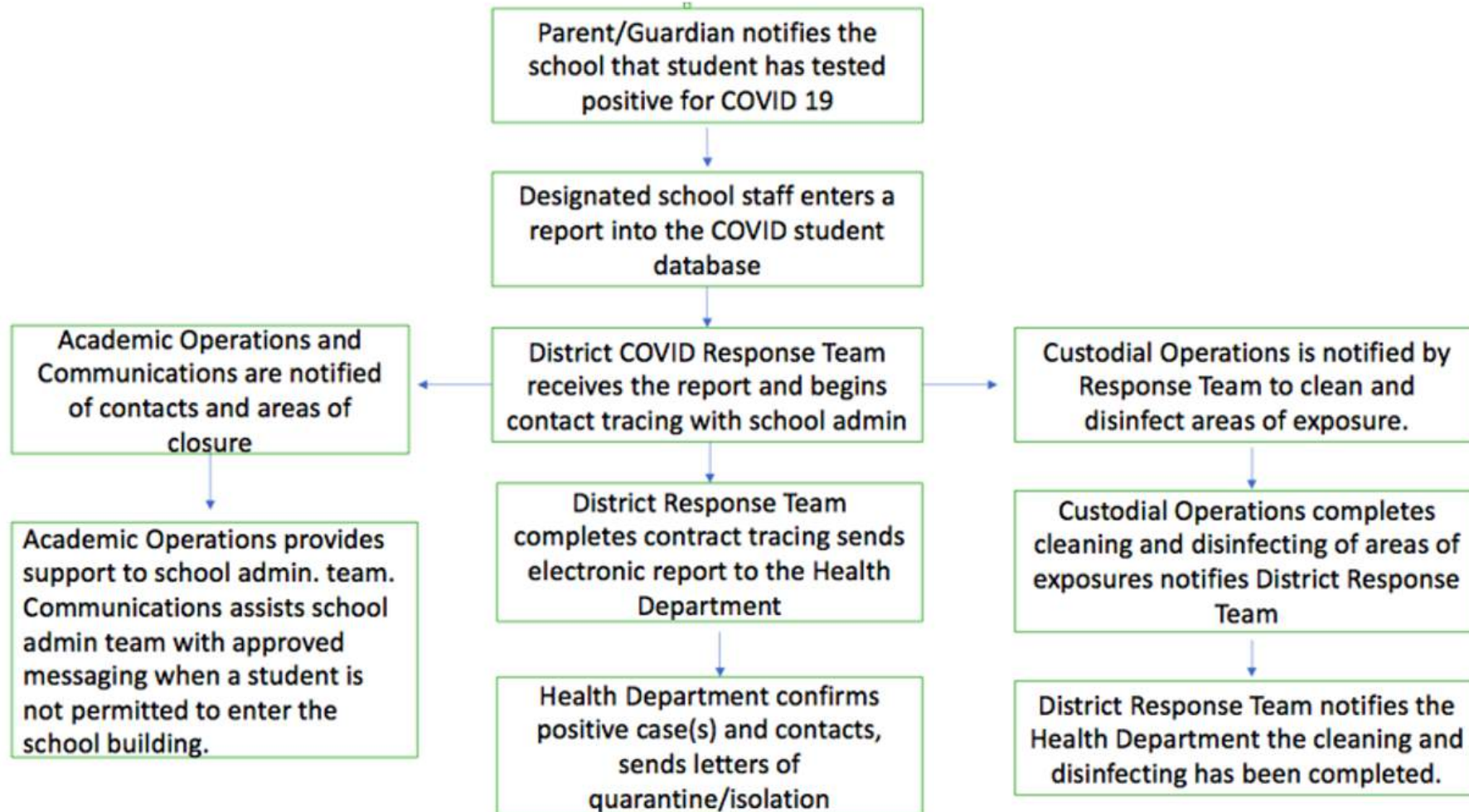


- If a student or adult connected with a classroom is diagnosed with COVID-19, CDC protocols regarding contact tracing will be carried out by the district office.
- Individuals identified as “direct contacts” will be notified and may be asked to quarantine/self-isolate.
- Students in quarantine due to a classroom related exposure will receive virtual instruction.
- Confidentiality will be maintained.
- We ask that caregivers/families self-report using the district processes in instances where a member of their family is diagnosed/asked to quarantine.

Covid Reporting and Procedures



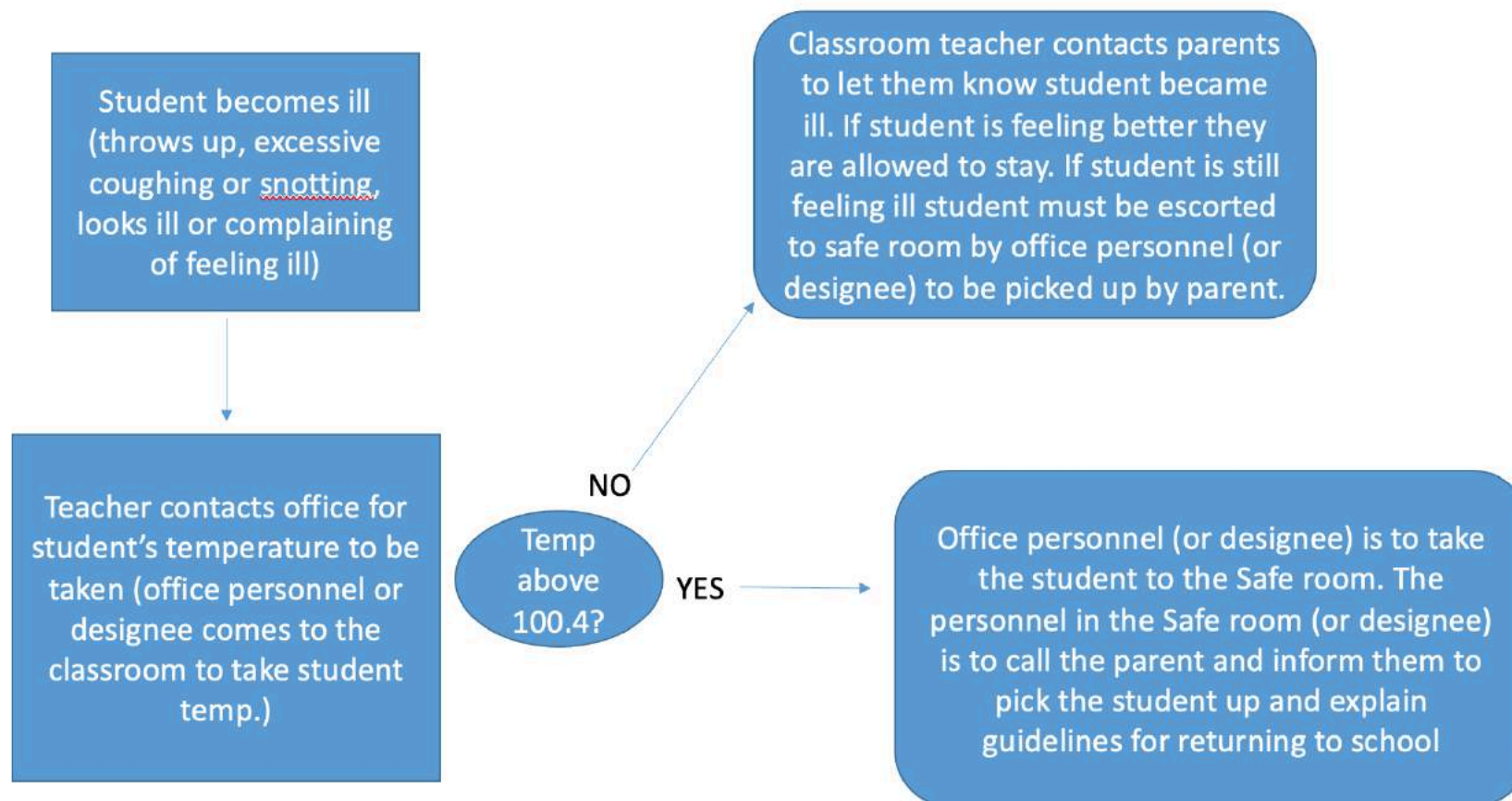
Covid Reporting and Procedures



Covid Reporting and Procedures



Steps for Handling Students who become ill after lunch or during class



Reporting COVID-19



REPORTING CASES OF COVID-19

PROTOCOLS & PROCEDURES

In preparation for the reopening of schools for in-person learning, Shelby County Schools (SCS) has implemented extensive procedures to address positive cases of COVID-19. This process includes investigating schools and mitigating a plan of action to protect students and employees. SCS follows all appropriate protocols for reporting cases based on Shelby County Health Department (SCHD) guidance.

SELF REPORTING FOR FAMILIES/STAFF

Parent/guardian or employee self-reports positive case to the school principal/site administrator.

Principal/site admin. notifies the SCS Contact Tracing team and initiates in-school contact tracing.

SCS Contact Tracing team reports the case to the SCHD to implement mitigation strategies.

SCHD NOTIFIES SCS OF A CONFIRMED CASE

SCHD notifies the SCS Contact Tracing team of a confirmed case.

SCS Contact Tracing team notifies principal/site admin. of confirmed case.

Principal/site admin. initiates in-school/site contact tracing and implements mitigation strategies.

To report a case or ask questions about contact tracing, parents should contact their child's school during regular hours.

Community Responsibility



- We rely on each other to help keep our community as safe as possible.
- This means:
 - Not sending students to school when they are sick (with a fever, cough, or any respiratory symptoms).
 - Self-reporting COVID related exposure.
 - Adhering to our visitor, arrival, and dismissal procedures.
 - Not giving your child Tylenol and sending them to school when they wake with a fever.
 - Helping your child adhere to the mask wearing policy.
 - Wearing a mask/maintaining social distancing when outside of school.
 - Addressing concerns directly with school administration.



Student Options

Asynchronous Learning Days



All PreK to 12 Students will engage in asynchronous learning the week of **February 22nd**

Students will engage in asynchronous learning on the following days as teachers help in-person students learn routines and procedures at school:

- **March 1-2** will be asynchronous days for Pre-K -5.

UPDATING STUDENT LEARNING OPTION FOR RETURN TO IN-PERSON LEARNING

Visit

- Parents can visit the school to change/update their child's learning option and staff will assist them.

Call

- Parents can call the school to change/update their child's learning option and staff will assist them.

Questions

- Parents can contact their child's school or, the SEED Office at 416-6007 for assistance.

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Closing

The Coronavirus Will Not Defeat US!

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Memphis has seen its share of
Epidemics and Pandemics

1. Cholera Epidemic of 1873
2. Yellow Fever of 1878
3. The Great Influenza Pandemic of 1918

They were eventually conquered by public health initiatives and a vaccine. The aftermath, however, gifted our city with the determination, grit, endurance, and a strong sense of community that defines us today. There is comfort in knowing Memphis has seen worse and not only survived but **THRIVED.**