

Willow Canyon School Plan
V. 1 (July 17, 2020)

Area/Activity	Procedures and Protocols to Mitigate the Risks
Arrival	<ul style="list-style-type: none">● The Governor has mandated wearing face coverings in schools.● Students should have face coverings on when they exit the car.● The first, second, and third grade students should go to the back of the school on the south side of the school and line up according to the marks on the ground for physical distancing. These students will need increased supervision until they get used to what they are supposed to do in the mornings.● Fourth and fifth grade should go to the back of the school on the north side of the building to line up.● Students will line up around the side and back of the school so lines are six feet apart and have three to six feet of space in each line between students. They will need to stand on the marks as soon as they get to where their class is lining up.● We will ask daycare busses to be on time and not bring students too early or too late.● Students will enter the school in the normal way, keeping physical distancing in place into the building and into their desks.● Once in the classroom, students will still be required to wear face coverings because the physical distance may not be six feet apart.
Departure	<ul style="list-style-type: none">● The end of the school day will need to be restructured for picking up students from school.● We will ask parents to select a time period that works for them to pick students up from school so this is a more orderly process and provides better physical distancing.

	<ul style="list-style-type: none"> • There will be three periods of time parents can sign up for to have their students excused from school and sent out to the car. We would ask that families select a time that will work for their schedule all year long. Pick up times for Monday through Thursday are listed below. <ul style="list-style-type: none"> ○ 2:35 PM the first group dismisses ○ 2:45 PM the second group dismisses ○ 2:55 PM the third group dismisses along with all students who are walking or riding bikes. Students walking and riding bikes need to dismiss last to coordinate with the time crossing guards are available. <p>Friday Pick up is below, please select the best time that works for your schedule</p> <ul style="list-style-type: none"> ○ 12:55 PM the first group dismisses. ○ 1:05 PM the second group dismisses ○ 1:15 PM the third group dismisses along with all the students who are walking and riding bikes. Students who are walking or riding bikes need to be dismissed last to coordinate with the time crossing guards are available. <ul style="list-style-type: none"> • Students will need to wear face coverings until they are in the vehicle picking them up as a safety precaution in case they are in a situation that the space between them and other students is less than six feet as they are waiting to be picked up. • We will coordinate with local day care facilities who pick up students from the school during a specific pick up time. • All adults outside will need to wear PPE.
Breakfast	<ul style="list-style-type: none"> • There will be markings on the floor so students line up to get breakfast following physical distancing protocol. • Students eating breakfast will be spread out by having three students sit on a single side of the table and tables spread out through the cafeteria.

	<ul style="list-style-type: none"> ● As soon as students are done eating breakfast they will exit the cafeteria through the north doors going outside and line up with their class.
Classrooms	<ul style="list-style-type: none"> ● Teachers will teach the expectations for face coverings and physical distancing as part of our Positive Behavior Interventions and Support (PBIS) instruction. This will be reinforced through our pride paw system and other rewards. This will be included in our virtual school tour. ● Students will be sitting in desks in rows and facing forward. ● Students may wear face coverings or a shield or both if the student wants to wear both. ● Teachers will wear mask/shield at all times when physical distancing is not possible. ● Face coverings and/or shields need to be worn by both the teacher and students during small group instruction. Students and teachers will sanitize their hands before and after each small group session. ● Students will have a chrome book assigned to them in grades three through five. They will use the same chrome book through the year. ● There will be a system put into place for younger students when they use iPads and chrome books. ● Students will also be assigned manipulatives to use throughout the school year. There are manipulatives online that we will access as well. ● If a child becomes ill in a classroom they will be sent to the office and our Assistant Facilities Manager will sanitize the student's desk and area around them. ● Classrooms will always be stocked with what is needed to clean the room through the day if necessary. ● All classrooms will be sanitized at the end of the day.
Hallways	<ul style="list-style-type: none"> ● We will provide guides on hallway carpets to assist with physical distancing when people are in the hall.

	<ul style="list-style-type: none"> • We will have signs reminding students about physical distancing rules along with the other information we have in the hallways. • We have a staggered schedule for going to lunch through the hallways.
Restroom	<ul style="list-style-type: none"> • There should only be two students at a time in the restrooms. • Students should allow for physical distancing when washing their hands. • Students need to wear face coverings while in the restroom. • Restrooms will be cleaned and sanitized daily.
Lunchroom	<ul style="list-style-type: none"> • Students will have assigned seats they should use throughout the full school year. • Tables will be set up in the cafeteria to allow for physical distancing. • Students will sit three to a bench on a single side of the table using the twenty-one tables we have in the cafeteria. • All adults in the cafeteria will be provided with the PPE needed for safe supervision. • The Wildcat room will be used as needed during lunch to help with providing physical distance.
Brain Boosters	<ul style="list-style-type: none"> • Students out in the gym continually during the P.E. Brain Booster class. We will also have P.E. outside as much as possible. • Students will use their own art supplies. • All BB Technicians will be provided with the PPE needed to teach.
Tier II Support	<ul style="list-style-type: none"> • Tier II interventionists will wear face coverings and face shields. • Face covering is mandatory for small group instruction. • There will be regular cleaning between small groups of students.

	<ul style="list-style-type: none"> ● Interventionists and students will use hand sanitizer before the group instruction and after the instruction as students leave to return to class.
Recess	<ul style="list-style-type: none"> ● Fifteen minutes outside, generally one grade level at a time. ● Teachers provide supervision and will assist students with physical distancing. ● All students will sanitize their hands after recess as they are going into class. ● We will work together to coordinate breaks outside as needed to help students with wearing face coverings all day. Have them spread out without face coverings for a few minutes. ● Please keep balls and equipment home and not send these to school to be used during recess as a safety precaution.
Lunch Recess	<ul style="list-style-type: none"> ● Lunch recess is thirty to thirty-five minutes long. ● We want the students to feel like they can choose activities during recess and will encourage them to do this and enjoy the time outside. ● Playworks stations will be set up and students encouraged to be in smaller groups of students to play games. ● Two additional recess aides will be hired and help with spreading students out on the playground and helping with safety precautions. ● All adults will wear PPE.
Computers, Chromebooks, and iPads	<ul style="list-style-type: none"> ● All students should use hand sanitizer before and after using computers. ● Computers in the school lab will be cleaned on a regular basis following the recommendation of the Canyons IT department. We will be doing this for all of the technology items used throughout the building during the school day. ● Students in third, fourth, and fifth grade will be assigned a chrome book and use the same one during the school year.

	<ul style="list-style-type: none"> Students in kindergarten through second grade will be using iPads and chrome books that have been cleaned before using these items.
Large Gatherings	<ul style="list-style-type: none"> We will not have the traditional back to school morning when parents enter the building and go to their child's class for the first fifteen minutes of the first day of school. We will provide a video for parents they can watch at home with students. Please take pictures at home the first day of school and not do this at school. We will not be able to have the first day assembly or have the PTA meeting. We will not be able to do grade level activities in the Wildcat room. We will film assemblies so students can watch these in their classrooms. We will not be able to go on field trips at this time. At this point, we are not thinking we can have the Halloween Parade in October. Although students may wear their costumes on October 30th. We really enjoy all of the fun assemblies and activities we do at school and will do our best to provide students with fun alternatives.
Volunteers	<ul style="list-style-type: none"> Our PTA is working on making all of their activities virtual and not in person. We will not be able to have volunteers in the school or classrooms until the health department provides clarity on the safest way to have volunteers at school. We greatly appreciate our volunteers and believe they are an integral part of student success, but want to decrease the number of people students and school employees interact with during the school day as a safety precaution. Thank you in advance for helping us with following through and limiting the number of people in the school during the school day.

Special Education Programs	<ul style="list-style-type: none"> • Special education teachers and paraprofessionals will be provided with PPE. • They will have support with cleaning between grade level groups in the resource program. We will work with the district to possibly install plexiglass or determine other actions needed in classrooms of high risk employees within the special education program. • Adults and students will use hand sanitizer and wash hands regularly during the school day. • IEP and other special education meetings will be held on Google Meet to assist us with decreasing the number of people in the school during the school day as a safety precaution.
Orchestra and other Enrichment Activities	<ul style="list-style-type: none"> • We will follow the guidance provided by the district for safely having the orchestra program. We will provide face coverings for the teacher and the students as well as space the students six feet apart and housing the program in the school's gym instead of the Wildcat Room. We will provide a microphone for the orchestra teacher so she can instruct the students in this bigger space. • We will not be able to have the school choir program. • We will not be able to have the Tech Troupe program after school. • We are hoping to have the Battle of the Books program and have a virtual contest. • We will revisit this throughout the school year to determine if anything changes and we can do these programs safely.
Illness and the Sickroom	<ul style="list-style-type: none"> • Please help us keep everyone safe by keeping children at home if they are sick. The situation we are in now really requires both children and adults in the school to stay home when they are ill. We greatly appreciate your help with this. If children seem well in the morning before school starts after being sick during the night, please keep them home. If you are questioning it, trust your

	<p>intuition and keep children home as a safety precaution for both them and the people at school.</p> <ul style="list-style-type: none">● Once a student is identified as sick at school we will have them go to the office immediately and contact parents/guardians.● The current sick room will be used.● The conference room will also be used for students who are ill to wait for parents/family to pick them up to provide physical distancing.● When a family member or other person authorized by parents/guardians comes to pick up an ill student they should call the office and wait by the front doors. Please do not come into the school. We will assist the student with leaving the school.● We will follow all District and State Health Department rules for keeping students safe and also providing contact tracing as well as affording families privacy.
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<i>Descriptor</i>	<i>Lower Risk</i>	<i>Higher Risk</i>
<i>Movement</i>	<i>Directed</i>	<i>Undirected</i>
<i>Duration</i>	<i><15 Minutes</i>	<i>>15 Minutes</i>
<i>Proximity</i>	<i>> 6 Feet</i>	<i>< 6 Feet</i>
<i>Group Size</i>	<i><Recommended Limit</i>	<i>>Recommended Limit</i>
<i>Respiratory Output</i>	<i>Normal</i>	<i>Increased</i>
<i>Touch</i>	<i>Low</i>	<i>High</i>
<i>Congestion</i>	<i>Low</i>	<i>High</i>