



## **Safety Levels in Response to Pandemic Outbreak**

**Level 1:** School will proceed as normally scheduled. Classes will be limited to 18 students in grades K-1, and 16 students in grades 2-8. Preschool class limits will be based on MDH guidelines for daycares. Students, parents, and teachers will be able to move about campus without restrictions.

**Additional Precautions:** All employees, parents, and students who enter the building will wash or sanitize their hands immediately. Commonly shared hard surfaces such as tables, desks, doorknobs, etc. will be cleaned multiple times a day.

**Extended Care:** Normal procedures for extended care.

**Level 2:** School and classes will proceed as normally scheduled. Classes will be limited to 16 students in grades K-1, and 16 students in grades 2-8. Preschool class limits will be based on MDH guidelines for daycares. Students and teachers will be able to move about campus at appropriate times for enrichment classes. Visitors/Parents are not allowed on campus, except by appointment or when invited to do so. All adults and children in grades K-8 must wear a face covering while in the building. Lunch will be eaten in the classrooms. Gatherings of more than one class are not allowed. Field trips are not permitted.

Additional Precautions: All employees, parents, and students who enter the building will wash or sanitize their hands immediately. Commonly shared hard surfaces such as tables, desks, doorknobs, etc. will be cleaned multiple times a day. Students will have assigned desks in their classroom. Shared classrooms will clean surfaces between classes.

Extended Care: Normal procedures for extended care.

**Level 3:** All interaction will be limited to students within each class. Students and the teacher will be limited to movement only within their classroom. There is a bathroom in each classroom, so the students and teacher will use that bathroom. Students will eat lunch in their classroom. Only the students in the class will play with one another, and outside toys and equipment will only be used by that class. No visitors will be allowed on campus. No large gatherings, such as fundraisers, Student Showcases, etc. will be held. Enrichment teachers (art and music) will provide instruction while maintaining proper social distance and wearing a face covering unless they are vaccinated.

**Additional Precautions:** All employees and students will be screened for symptoms and temperature-checked before entering the building each morning. They will also use sanitizer before entering the building and be required to wash their hands upon entry into the classroom. Supplies nor food will be shared. The library, cafeteria, hallways, and hall

bathrooms are off limits to students, except when moving from class to outdoors. Commonly shared surfaces such as tables, desks, doorknobs, etc. will be cleaned multiple times per day. Students or employees who exhibit any symptoms will be sent home and may not return until established guidelines are met. CDC guidelines will be followed when determining when a student or teacher may return to the building. This may include a 10-14-day quarantine and/or proof of wellness from a doctor. See the Detailed Safe Return to School Plan for more information.

**Extended Care:** Extended care will be divided into two groups. Preschool students will be in the preschool building and K-8 students will be in the cafeteria. Space will be limited and based on first come, first served.

**Level 4:** Students in Kindergarten--5<sup>th</sup> grade will be divided into 2 smaller groups (unless class size is already <10). Each group will meet in a different space, adjacent to each other as much as possible. Each pair of classrooms in our building have a shared interior door, so in many cases the students can be split between those two classrooms. Other areas of the campus, such as the library, cafeteria, and The Studio will also be utilized to meet this level of need. Each of the small groups will have a designated space (classroom) to learn, a designated space to use the restroom, and two, scheduled 30-minute outdoor times. These spaces and times will only be used by the small group, and outside equipment and toys will not be shared between groups. Lunch will be in the classroom. Enrichment teachers (art, music, PE) will be assigned to assist in supervising classes that do not have an assistant. The teacher will alternate times with each group, while a teacher assistant (TA) or enrichment teacher (ET) supervises the other group.

*Example:* Grade 5 has 14 students. This group will be divided into 5A and 5B with 7 students in each group. 5A will meet in room 5 and 5B will meet in the adjoining classroom, room 6. Group 5A will meet with the teacher in the mornings and complete work under the supervision of a TA or ET in the afternoons. Group 5B will meet with the teacher in the afternoons and complete work under the supervision of a TA or ET in the mornings. The teacher, TA, and/or ET will thoroughly wash up before switching classrooms.

**Additional Precautions:** All other previous precautions will be in place. Parents may also opt for their student to begin distance learning exclusively.

**Extended Care:** Extended care hours will be limited to students who pre-register.

**Level 4 for Middle School Students:** If K-5 enrollment becomes too high, we may have to operate a staggered schedule for Middle School to accommodate the K-5 students splitting into two classrooms. We will do everything that we can to avoid having to do so. In that case, Middle school students in grades 6-8 would be divided into 2 groups- Group A and Group B. Students in Group A will meet with their teachers on campus on Mondays and Tuesdays, and Group B will meet on campus with their teachers on Thursdays and Fridays.

**Additional precautions:** All other previous precautions will be in place. Parents may opt for a middle school child to receive all their instruction from a distance. In that case, the teachers will

facilitate learning through Google Classroom, including videos of their lessons and the option to watch live instruction.

**Level 5:** Students will not be allowed on campus. All learning will be shifted to distance learning with daily teacher support. Learning will be a combination of live and recorded lessons with guided, modeled, and independent work. Independent work will be graded. Students who need additional support during this time will have scheduled 1:1 Google meets with their teacher(s). Students will be provided Chromebooks in grades 1-8 to facilitate a continuation of learning. See the Distance Learning Handbook for more information about policies and procedures that apply to distance learning.