

# BLUFFDALE ELEMENTARY PLAN FOR AT-SCHOOL LEARNING



## INTRODUCTION

We are so excited to welcome back the students to Bluffdale Elementary. We have worked hard to consider the needs of all students, teachers, and parents as we implement [Jordan School District's plan](#). Our priority in developing our school plan is the safety and well-being of our students and staff. This is an unprecedented time and as we move forward we want our students' emotional needs to be met along with their academic and safety needs. We appreciate your support as we navigate this uncharted territory.



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Items marked with \* pertain to online students or their parents as well

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## School Begins:

**Grades 2-6:** August 25 (Tuesday)

**Grade 1:** August 26 (Wednesday)

**Kindergarten and preschool:** September 2 (Wednesday). Kindergarten parents sign up for a 45 minute assessment sometime between August 18 thru August 24. The sign-up window is currently open. Preschool parents watch for an email from Holly Hyte to schedule appointments for your student.

These start dates reflect a one-week delay approved by the JSD Board of Education.

[\\*Revised 2020-21 Calendar](#)



## BEFORE COMING TO SCHOOL

Each morning before coming to school, parents are asked to conduct temperature and symptom checks.

Parents should watch for the following with each child:

- Feeling ill
- Temperature of 100.4 or higher
- Cough
- Shortness of breath/difficulty breathing
- Chills
- Fatigue
- Muscle or body aches
- Congestion/Runny nose
- Sore throat
- Headache
- New loss of taste or smell
- Nausea or vomiting
- Diarrhea

Use the Health Self-Checklist provided. **If your children feel sick or have any of these symptoms, please keep them home. Please notify the school at 801-254-8090 if your student is involved in a positive COVID-19 test result. This will be kept confidential.**

Note: If your student has a fever of 100.4 or more or has been vomiting, please keep them home for at least 24 hours after the last occurrence. Call the office at 801-254-8090 and let us know that your student will be absent. Arrange with the teacher for any make-up work needed (This can also be done later when your child is feeling better).

Be sure that your student has a face covering and brings it to school each day.

**Face masks** and **face shields** are both acceptable.

**Students that ride the bus** will be **required to wear a face covering**. Exceptions are outlined in the *appendix* of the [Jordan School District's plan](#).

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**SCHEDULE FOR IN-SCHOOL LEARNING:** In-school sessions at Bluffdale will be **Monday through Thursday**. Some students will be invited to school on Fridays by their teacher. Parents will be notified at least one week ahead. Attendance on Friday for these students is always optional. The schedule for invited students will be **11:00 am to 1:55 p.m.** For more information go to “Schedule for Friday-W.I.N. Club.”

**FIRST 2 DAYS OF SCHOOL- Grades 1-6:** (NOTE: On the first day of school, **ALL students** will be given support to find their area and classroom in the building). ALL teachers will be outside for additional support for parents and students.

1. Arrive between 8:45-9:00 A.M.
2. Go to your grade level doors and line up. Dots will be on the ground to help space students.
3. Put on face covering and keep it on while in the building
4. Enter the school
5. Walk to your classroom area staying safely apart from other students

**After the second day**, outside adult **supervision begins at 8:45 A.M.** When the bell rings, students will line up by their grade-level door and wait for their teachers to bring them inside. Social distancing marks will be made on the blacktop for class line up areas. All grade-level entrances are marked with a large grade number. Students should put on face covering BEFORE entering the building.

**SCHEDULE FOR FRIDAY-W.I.N. Club** (Note: W.I.N. stands for Whatever I Need):

Teachers will be working in grade-level teams to monitor student progress and invite students needing additional time and support to come on Fridays for small group and one-on-one help. The schedule will be 11:00-1:55 PM (Buses will run on a schedule to facilitate this time frame). Students coming for Friday W.I.N. Club will also be given a 30-minute lunch and break time. **Parents will be notified at least one week in advance (the Friday before) if their child has been selected for Friday W.I.N. Club.** This opportunity is optional. Please let the teacher know as soon as possible if your child is not able to attend so teachers can invite other students.

Lunch will be available (**for ALL students including online**) from 11:30 to 12:00 on Fridays for students NOT attending W.I.N. Club. Regular charges apply for lunch. PLEASE ENTER THE (dock door **WEST SIDE DOOR** OF THE CAFETERIA FOR THIS GRAB and GO FRIDAY OPTION. Busing is not available for students not invited to W.I.N. Club.

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## DROP-OFF:

To help us maintain an orderly Drop-off/Pick-up area, please observe the following rules:

- Student Drop-Off Area is located on the **SOUTH SIDE ONLY**
- Buses Drop-off Area is located on the WEST side. **The North side parking lot is for faculty and staff only.**
- Daycare Drop-off and Pick-up is on the far side of the South parking lot. The area can be identified with signs and a yellow striping.
- Please **PULL COMPLETELY FORWARD** when dropping-off students. Students should be completely prepared to exit your vehicle. Refrain from using your cell phone and apply 100% of your attention to safety.
- When using the parent parking area, please cross at the crosswalk. When you come to the school for any reason other than drop-off (even if it is quick), **please park your car in a designated parking space.** Please do not leave your car in the drop-off/pick-up zone (this area is also used for police and fire emergency lanes).

## PICK-UP:

Teachers will be dismissing students based on how they will be traveling home:

**First**, students who are walking, riding bikes or scooters will be dismissed.

**Next**, students who ride the bus will be dismissed as each bus arrives.

**Finally**, students who are being picked-up will be dismissed from class.

We have 6 teachers assigned to duty 3:35-3:50 pm. This is rotated weekly. These teachers will be excusing their whole class at the same time. Students who walk, or ride a bike or scooter may leave, those on a bus can walk back to the west side bus area and wait in line (social distancing dots will be painted in these lines), and students waiting for a ride may go to the pick-up area to wait.

## CHECKING STUDENTS OUT:

To reduce the number of people in the office, we will be asking parents and guardians to call the office when they arrive at the school and let us know the color and make of your car. Someone from the office will accompany your child(ren) to your car. We will need to see a driver's license at the car. Please park in the parking lot. Do not wait in the drop-off/pick-up area. Please do not call until you are **actually** at the school. We do not want children waiting in the office.



**Office Phone: 801-254-8090**



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## CHECKING STUDENTS IN:

If your child is arriving after 9:05 a.m., please call the school office at 801-254-8090 to let us know, then send the child to the office through the front entrance. You may also send your child with a note instead of calling.

### \*PUBLIC DOORS- ENTRY AND EXIT

We have four main doors on the south side of the building. The two on the right when coming inside will be ENTER ONLY and the two on the left will be EXIT ONLY. We will have a barrier dividing the entrance and exit areas.

If entrance into the school is necessary, the office has a [video entry pad](#). In order to come into the office, you need to locate the entry pad on the wall and press the button (star) to state your reason for coming. The office can then press the release for the door to open.

If you need to come into the office, [a face covering will be expected](#) before entering the school. If you are coming to drop off items for your student, leave the items with the office and we will deliver them to your student.

## BUS AND BUS ZONES

[Face coverings must be worn by students](#), drivers, and other passengers before entering the bus. Exceptions for students are outlined in the appendix of the [Jordan School District's plan](#).

Strategies will be implemented to ensure driver and attendant safety on all buses. Protocols will be established to minimize mixing of students from different households with regular cleaning and disinfecting seats and other high-touch surfaces.

Our school bus lane is located on the west side of the building. We have [painted yellow lines](#) to keep students from getting too close to the buses as they arrive and depart. We also have lines indicating where to line up for each bus. [Social distancing spots](#) are painted in the line up areas so students are not standing too close as they wait to get on the bus.

When students arrive, they should proceed to the line up areas per their grade. Students will not be excused at the end of the day until their bus has arrived.

[Bus Eligibility Guidelines](#) and [Space Available Guidelines](#)

Bus Permit Request Form (If granted, students must use current bus stops to access the bus. [Permit Requests](#) are due before September 2, 2020.



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## CLASSROOMS

Teachers will be spacing desks as far apart as possible and facing desks in one direction. Teachers are working to reduce sharing items or sanitizing between users. We will be keeping the same seating arrangement as much as possible to facilitate contact tracing. Students will be cleaning their hands when they come in the morning, before and after recesses and lunch, and at the end of the day.

Teachers will be given times to use our outside grass areas during the day to allow students to work and learn without masks (15 minutes or less). Students will be social distancing during these times. Class library books will be placed in "time out" for at least 3 days after each use.

Teachers will be wearing a face covering in the classroom. Teachers will have a standing plexi-glass shield when working with small groups of students.

## HALLWAYS

Hallways will be marked to help with social distancing. Main hallways will have large arrows so teachers can help students stay to the right as they move to recess or lunch. Hallways near the classrooms will be marked with numbered dots so students know how to self-distance when lining up or sitting outside the classrooms.

## CAFETERIA

Cafeteria tables will be marked for specific classroom use. Only 4 students will be sitting on each table section. Tables are marked with dots to help students know where to sit. Tables will be cleaned and disinfected after each class leaves the cafeteria. Students will receive their meal or take their home lunch and sit down to eat at their classroom's tables. Students will not be directly across from another student. During this time, we will have no student lunch workers.

Students will wash their hands before going to the cafeteria. Hand sanitizer will be available before going outside.

Cafeteria lunches will be provided in grab and go disposable containers. We will not have our fresh fruit and vegetable bar. Vegetables and fruits will be furnished in the grab and go containers. Lunches cost \$1.75. Parents can apply for free or reduced lunch prices by going to the [Jordan District Nutrition Website](#) for directions. [Lunch menus](#) are available with nutrition information.

If students bring a lunchbox to the cafeteria, we will have them place their lunchbox in a bin provided in the cafeteria and then proceed to go outside. Bins will be retrieved from the cafeteria after lunch recess.

**\*ONLINE STUDENTS can pick up GRAB and GO lunches M-Th from 10:30 to 11:00 a.m. (Regular charges apply) To help us with quantities needed, please email the lunchroom each morning by 9:00 AM. On Fridays, online students can pick up their meals (regular charges apply) from 11:30-12:00. No bus service is available for these options.**

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## RESTROOMS

Signs will be placed in all restrooms by each sink and stall with proper hand washing procedures.

Students must wear face coverings when using the restroom. Restrooms will be deep cleaned at the end of each day including mopping and disinfecting floors. Throughout the day, restrooms will be cleaned and disinfected multiple times.

Teachers will teach proper hand washing procedures and remind students often.

## PLAYGROUND

We will be encouraging students to participate in fun activities that already support social distancing. We will have designated areas for each grade level. Students will be washing their hands before and after recess. Students are not required to wear a face covering at recess. We will not be using our recess equipment cart.

We will try to teach new games during PE. Parents can help by teaching their children games to play. Here is a [fun PE Games website](#) with lots of ideas.

## PE, ART, Library, Social Skills and MUSIC

Students in grades 1-6 have rotations during the day. They have one rotation a day. Students will need to wear face coverings for Art, Library, Social Skills, and Music. Art and social skills rotation teachers will be coming to the classroom. Any items that the students use for rotation will be cleaned or quarantined for 3 days before use by another classroom. Students will wash their hands before and after rotations. Music will be held on the stage. No chairs or desks will be set up, students will be spaced, and cleaning and disinfecting will be occurring before the next class enters. PE will be held outside as much as possible. Students will be engaged in activities that naturally facilitate social distance. If the temperature is too hot or if it rains, PE will be held in the gym. Students will not need to wear a face covering during PE.

## MEDIA CENTER (Library)

Our Media Center will be rotating to the classrooms for their weekly library time. The Media Specialists will bring special collections of books to the classroom for checkout. Students can request books for the following week and they will be included if they are not already checked out. Books will be out of circulation for 3 days after each use.

When possible, classes will be invited to visit the media center on a rotational basis. This will allow time to clean between classroom visits. Students will wash their hands before and after visiting the media center.

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## FIRST AID and SICK CHILD CARE

Basic first aid supplies will be available in all classrooms. Teachers will assist students with minor injuries. Students needing to call home will be calling from the office. The phone will be disinfected between each use.

Students in the office for medication, support from administration, or any other reason will be kept away from any child exhibiting signs of illness. Surfaces will be cleaned after visitors and students leave the area.

A quarantine room is located near the office for students who are ill and waiting to return home. We ask that parents come as quickly as possible when notified that a child needs to come home. Symptomatic individuals cannot return to school unless their symptoms are not due to a communicable disease as confirmed by a medical provider. This quarantine space will be deeply cleaned before the sick student is isolated and after the sick student leaves for home.

## SPECIAL EDUCATION CLASSROOMS:

Special Educators will be trained on how to implement strategies to identify and mitigate risk in the classroom. Personal protective equipment will be provided to aid with one-on-one close contact to ensure students with disabilities have equal access to education.

Reasonable accommodations will be offered for students who are unable to wear face coverings in settings where it is required for other students. Exceptions are outlined in the appendix of the [Jordan District Reopening Plan](#).

Equipment and support will be provided to each unique special education position. Regular sanitation of learning equipment will take place. Options will be provided for both virtual and face-to-face specially designed instruction and therapy. Alternative approaches will be used to increase hygiene and physical distancing in small group and individual sessions.

Students will be required to wear a face covering in the classroom until further notice. Face shields may be used in place of face masks. Reasonable accommodations will be offered for students who are unable to wear face coverings in settings where it is required for other students. Exceptions are outlined in the appendix of [Jordan District Reopening Plan](#).

Staff will review all current Individual Healthcare Plans, 504 Accommodation Plans, and Individualized Education Plans (IEP) for accommodating students with special healthcare needs and update their care plans as needed. Accommodations using PPE and social distancing measures will be made when working with students who are unable to wear face coverings.



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## VOLUNTEERS

We love having volunteers in our building and appreciate the involvement of parents. During this unique time, we need to limit the number of visitors and volunteers. There are many ways you can still volunteer. Communicate with your student's teacher or the PTA to help with needs that can be met without being here at school. We look forward to the time when we can welcome volunteers back to the building. Any classroom volunteers will need clearance from administration to work in the school.

### \*RETURNING FROM ONLINE LEARNING:

When the quarter is ending (Mid October), parents will be given an opportunity to have their students stay online or return to in-person learning. When returning to in-person learning, teacher assignments will be given as well as the start date for returning to school. This opportunity will again be available at the semester (Mid January).

Kindergarten: When online kindergarten students return to in-person learning, the teacher and session will be assigned. If the student had previously requested to be a.m. or p.m., we will work to accommodate, but it will be by space availability. Parents who were assigned a.m. sessions but selected online learning will be placed on the waiting list for a.m.

If space is available for a.m. session before our school year begins, parents on the current waiting list will be offered a.m. session based on availability and their position on this waitlist.

For parents who do not get their desired session, we will keep the waitlist and offer available slots as they come up during the school year.

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