

Douglas - PREP Return to Learn

2020-2021

Arrival and Morning Drop Off

- Bus and car riders will be dropped off in front of the school.
- All students will line up outside the main door and down the side of the parking lot.
- Markers will be painted on the ground that are 6 feet apart so students know where to stand.
- During search, students will have their uniform checked, their temperature checked and ensure their masks are on.

Building Entry

- All students will enter through the main doors.
- Students will enter the building one student at a time to search, check temperatures and masks.
- Once a student has left the check in area, we will allow another student in.

Health and Temperature Check

- Students will have their temperature checked during search.
- If a student registers a temperature of 100.4 or above or answer yes to COVID questions, they will be isolated in a small office outside the main office.
- An administrator will recheck their temperature and re-ask the COVID questions.
- The student will remain in isolation until they are picked up by a parent.

Isolation Space

- Our isolation space is a small office across from the main office.
- Supervision can be maintained by a staff member sitting in the hallway outside of the space.

Breakfast Service

- Breakfast will be set up in the commons.
- Breakfast will be grab and go.
- Students will grab their breakfast after check in and eat in their homeroom.

Limiting Visitors to the Building

- If items need to be dropped off, parents/visitors will call the school when they arrive and a staff member will meet them in the parking lot.
- Security will be stationed at the front door to check masks, temperatures, and ask COVID questions for those parents/visitors who have made an appointment to meet in person.
- Parents/visitors will need to make an appointment to meet in person.

Hallway Traffic

- Tape dividing the hallway in half will be used to keep traffic flow separated.
- Tape arrows will be used to indicate the direction of travel.

Water Fountains

- Water fountains will be turned off and signage will be used to indicate this.
- A water bottle filler will be in use.
- Students will be provided water bottles to use.

Lunch Service

- Based on hybrid enrollment, 2-3 students will sit at each cafeteria table.
- Individual tables will be dismissed to pick up food.
- While in line, students will remain 6 feet apart using floor markers.
- Staff members will move from table to table to collect student trash.
- Extra seating will be set up if needed for additional students and/or staff.
- Students will be dismissed on an individual basis to use the restroom.

Outdoor Time

- PE time may include going outside.
- All COVID precautions will remain in place.

Restrooms

- Douglas currently uses a bathroom schedule - one class per bathroom break.
- Students will be placed 6 feet apart while waiting to use the restroom using floor markers.
- Students will use the bathroom one student at a time.
- Restrooms will be cleaned/sanitized throughout the day.

Classroom Spaces

- Only necessary student desks for hybrid learning will be set up in classrooms - 6 feet apart from each other and teacher desks.
- Extra desks have been removed or stored in the back of classrooms.
- If tables are being used, an "X" will be placed where students cannot sit.

BIST and BBSS

- Buddy seats will not be used this year in order to reduce contact with students in other classrooms.
- Teachers will be able to use Safe Seats in their classrooms.

Dismissal

- Each classroom will be dismissed individually.
- Students will maintain 6 feet apart during dismissal down the hallway.
- When one classroom has exited the building, the next classroom will be sent.

Classroom Cleaning and Sanitation

- Our custodians will clean/sanitize each night/morning before staff/students arrive.
- They will use the vaporizer and wipe down all high touch areas.
- Teachers will be provided sanitizer and will use this between classes to wipe down desks, computers, or any high touch areas.
- Teachers will be provided with proper PPE equipment for cleaning - gloves, rags, spray bottles.