

**SCHOOL 23**

**Entry and Dismissal Plan**

*OCTOBER 2020*

# **HEALTH AND SAFETY**

The Health and Safety of the entire SCHOOL 23 learning community begins at home. Assess your wellness and/or your child's wellness. If you or your child are experiencing any COVID-19 related symptoms (including a temperature of 100° or greater) your child must remain home

-Begin screening at home. Parents are responsible for checking their child's daily temperature and completing the health screening questionnaire. Schools will determine additional screening, as needed

-Parents/guardians to complete Daily Attestation Form (health survey) for each child. Parents/Guardians must inform the school in the event of health status changes. The Daily Attestation Form may be completed via App (when available), online and emailed to [pschaefer@yonkerspublicschools.org](mailto:pschaefer@yonkerspublicschools.org) or brought in to your child's teacher. All Daily Attestation Forms will be maintained on file in the school office. Any responses of "yes" on the Daily Attestation Form will be referred to the School Health Office

-Daily temperature screening will occur upon entry to SCHOOL 23. Appropriate Face Coverings must be worn at all times

-School Nurse will be the school COVID-19 Coordinators and will monitor community and school spread of virus. The health office will have an Isolation Space in the event a student or staff member needs to be isolated. There is a health office on the first floor

-School entry times will be in compliance with Social Distancing Guidelines, to facilitate temperature screenings and collect Daily Attestation Forms brought to school. **Students only** (Parents/Visitors not allowed to enter) will enter through the MAIN ENTRANCE of the building for a temperature screening as follows:

\*

# **Health and Safety**

Face Coverings **must** be worn for the entire school day

Health and hygiene protocols will be followed as applicable to student individual needs

Student/Staff safety protocols will be followed in accordance with the YPS reopening plan

Classrooms will be arranged to maintain social distancing between students and staff

Visual aids/Signage illustrates appropriate spacing and traffic flow throughout school building (e.g., designating hallways or entrances as one-way), the signage will be age/grade appropriate

For safety reasons, visitors to the building will be restricted to only necessary/ emergency situations

In-person student drop-off or pick-up is restricted to one parent or caregiver. Parents/Care-givers should refrain from early sign-outs. If a child needs to be signed-out early, parents should call ahead for arrangements. Pick-up should be during designated dismissal times only. Please schedule all appointments/activities for hours outside of your child's school schedule

In the unlikely event of a situation requiring an early student sign-out:

- ❖ ***Parent/caregiver will be met at the front door***
- ❖ ***ID must be shown and presented to the front desk***

Front desk will communicate with the main office to confirm

# PARENT/STUDENT “MUST KNOWS” AT School 23

- COVID-19 Student Attestation Forms must be completed on our school website at [yonkerspublicschools.org/ps23](https://yonkerspublicschools.org/ps23) **before your child comes to school.** Please press on the link and fill out the information. Students will not be permitted into the school unless a form has been completed.
- MASKS / FACE COVERINGS must be worn at all times in the building. Students will be given 3-4 mask breaks per day to get fresh air
- Social Distancing Markers have been placed outside and inside our school for student and staff safety reference while travelling in the building
- Staff are assigned to all hallways and bathrooms throughout the day to ensure social distancing protocols
- Parents MUST be on time as per the arrival and dismissal schedule in this document, to drop off and pick-up their child to keep social distancing protocols at a premium
- THERE IS NO ELT PROGRAM UNTIL 4:00PM THIS YEAR. PLEASE CHECK THE DISMISSAL TIME FOR YOUR CHILD’S GRADE

# *Track/Cohort Assignments*

Track A will attend school Monday and Tuesdays (excluding holidays)

-Track B will attend school Thursdays and Fridays

-Track C will attend school Mondays, Tuesdays, Thursdays and Fridays

-Track D have opted for 100% remote instruction

# **A.M. ARRIVAL PROCEDURES**

**8:30am – 9:05am**

# Main Entrance on Van Cortlandt Ave.

## MORNING ARRIVAL

*Bus Arrival times are scheduled for 8:30 a.m.-8:45 a.m.*

All students will enter through Main Doors for temperature screenings

Entry/Arrival to School 23 is as follows:

**\*Grades PK - 4 ..... 8:30am – 8:40am**

**(PK, 2<sup>nd</sup>, Pascuma, Moyna,Russo) Left Walkway at MAIN ENTRANCE on Van Cortlandt Ave.**

**(K, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>) Right Walkway at MAIN ENTRANCE on Van Cortlandt Ave.**

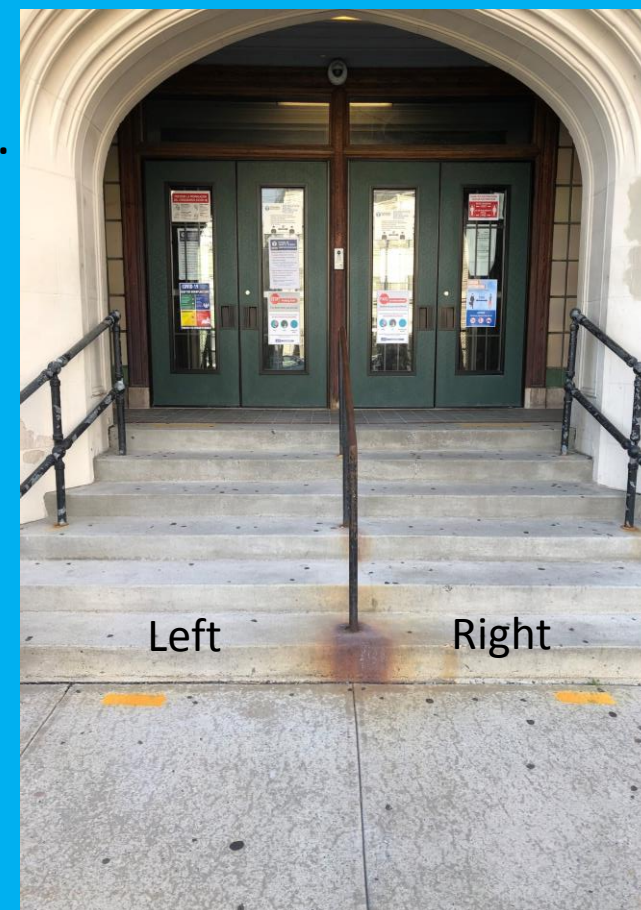
**\*Grades 5 – 8.....8:45am – 9:00am**

**(7<sup>th</sup> and 8<sup>th</sup> Grade) Left Walkway at MAIN ENTRANCE on Van Cortlandt Ave.**

**(5<sup>th</sup> ,6<sup>th</sup> ,Tsagas) Right Walkway at MAIN ENTRANCE on Van Cortlandt Ave.**

**\*Students MUST arrive at their scheduled time and maintain social distance on the markers outside the school.**

**\* Parents are NOT PERMITTED in the school building (Non-Negotiable)**



## Main Entrance with 6ft. Social Distance Markers

\*Students will arrive at their set time and wait on the social distance markers until it is their turn to enter the school and have their temperature checked. Check page one to confirm whether your child enters on the left walkway or right walkway They will then pick up their breakfast in a bag and go directly to class. School staff will direct and guide students to their classroom.





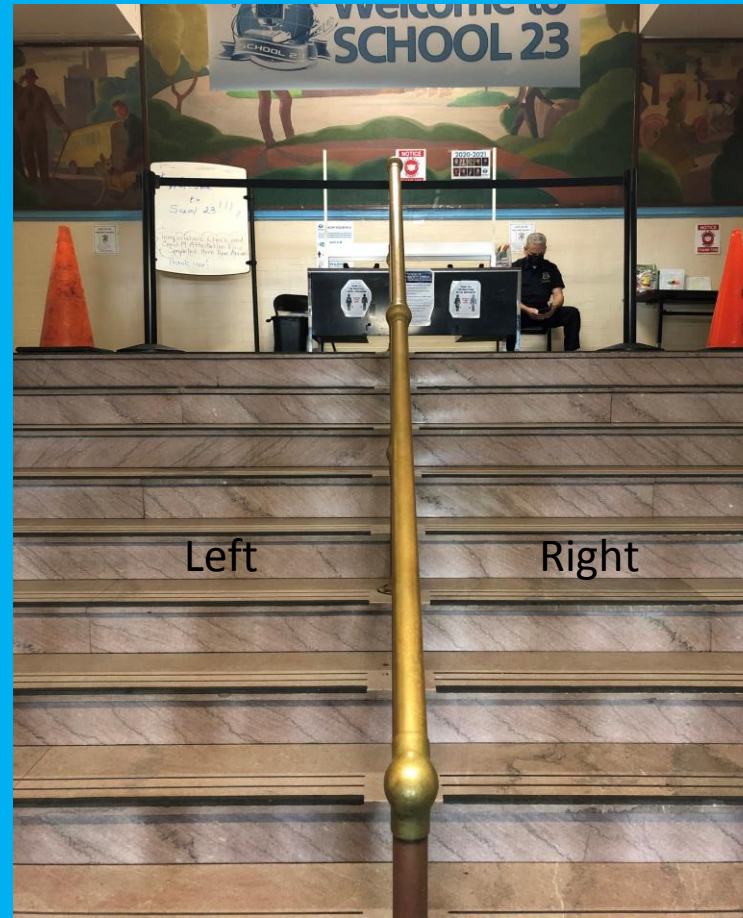
# Front Sidewalk with 6ft. Social Distance Markers

\*Yellow paint markers have been provided outside our school to note where students should stand while waiting to enter our building. Our staff will be outside to make sure students are following these guidelines.



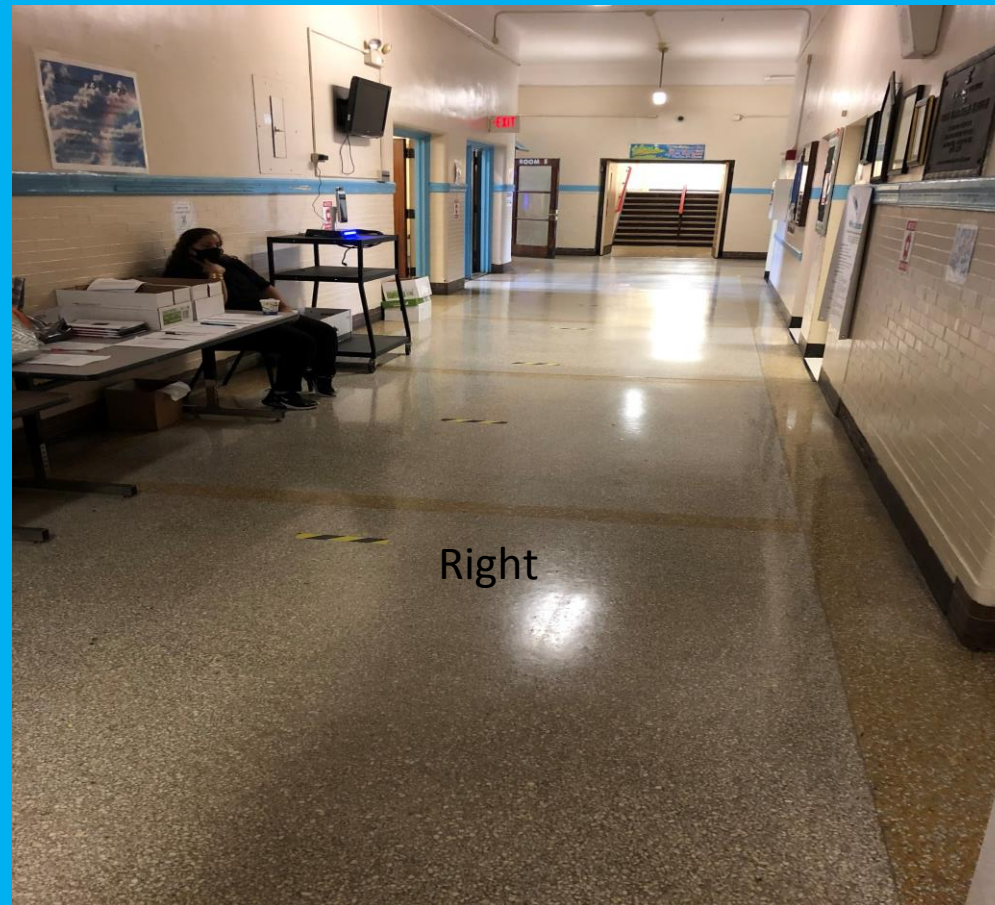
# Main Entrance Inside Stairs – Left Walkway and Right Walkway with temperature Kiosk

\*As students enter the building they will stay on the left side or right side as assigned and have their temperature taken by staff or at the temperature kiosk



# 1<sup>st</sup> Floor Hallway Right Walkway

\*Students entering through the right walkway will go through the right hallway, pick up their breakfast in a bag at the table and continue to their class, assisted by our staff while maintaining social distance



# 1<sup>st</sup> Floor Hallway Left Walkway

- \*Students entering through the left walkway will use the left hallway to pick up their breakfast in a bag and continue to their class assisted by our staff while maintaining social distance



# *P.M. DISMISSAL PROCEDURES*

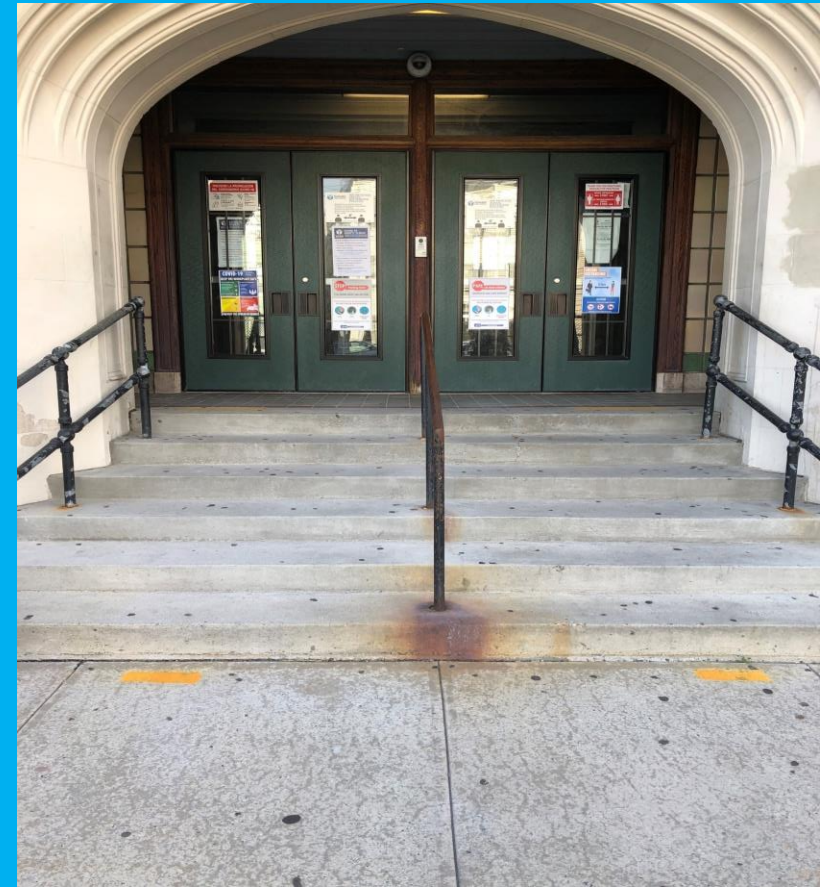
**2:40pm – 3:15pm**

Main Entrance to Van Cortlandt Ave.

Bus Dismissal – 2:55pm – 3:15pm

Kindergarten – 2:40pm

4<sup>th</sup> Grade – 2:50pm



# Stairwell 1 Exit to Parking Lot

(Grades PK-2 -Sign-Out Required; Grade 3 – Guardian required)

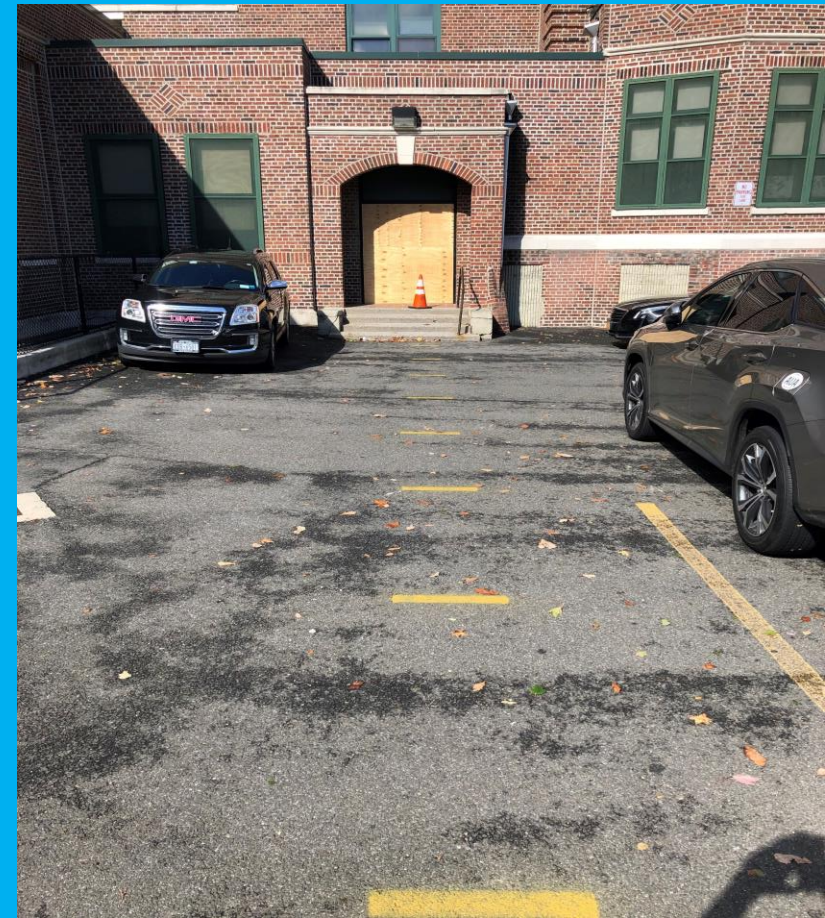
PK – 2:40pm

1<sup>st</sup> Grade – 2:45pm

2<sup>nd</sup> Grade – 2:55pm

7<sup>th</sup> Grade – 3:10pm

8<sup>th</sup> Grade – 3:15pm



# Stairwell 2 Exit to Parking Lot

(Grade 3 – Guardian required)

3<sup>rd</sup> Grade – 2:45pm

5<sup>th</sup> Grade – 2:55pm

6<sup>th</sup> Grade – 3:05pm





# **FACILITIES**

- Hand sanitizing stations are located throughout the building. Frequent hand washing is encouraged.
- Visual aids/Signage illustrates appropriate spacing and traffic flow throughout school building (e.g., designating hallways or entrances as one-way), the signage will be age/grade appropriate
- Classrooms will be arranged to maintain social distancing between students and staff. Student/Teacher desks will face one direction.
- Gym classes will be held outside whenever possible. Floor spots for indoor gym classes will be adjusted to the extent social distancing guidelines. The gymnasium floor will have specific markings to that follow social distancing guidelines
- Activities that do not allow for social distancing, including assemblies and not limited to in-person field trips and large group use of playground equipment simultaneously will be suspended. Outdoor spaces will be utilized whenever possible
- Social distancing will be practiced in all student restrooms. Hall monitors will supervise students going in to the restrooms to maintain social distancing protocols. Handwashing signage in restrooms will serve as a reminder of appropriate handwashing procedures
- All drinking fountains will be turned off. Students are encouraged to bring in their own bottled water. Filtered bottle filling units are to be installed in every YPS building (we will notify families when this occurs at SCHOOL 23)

# **TRANSPORTATION**

- Parents/Care-givers are required to insure their children are not experiencing COVID-19 symptoms and complete the Daily Attestation Form before boarding the YPS school bus. Sick students must not come to school
- Busses will be cleaned and disinfected using CDC and DOH recommended products
- Face coverings must be worn while boarding, riding and disembarking school busses
- Social distancing protocols must be followed at bus stops, while on the bus and when arriving and departing the school
- Siblings and students residing in the same household that are eligible for district transportation may sit together
- Parents/Care-givers may consider walking or transporting their children to school to reduce density on busses