



DELRAN TOWNSHIP SCHOOL DISTRICT

52 Hartford Rd., Delran NJ, 08075

"dedicated to nurturing a supportive, student-centered environment where all people are treated with dignity and respect"

Operation: Re-Entry Safety Protocols and Exemplar



Delran Township Board of Education Meeting
July 20, 2020

School Level Reentry Operations: Millbridge

Operation 1: General Health & Safety Guidelines Pre-Arrival: Screening

Temperature checks (Students riding the bus): District protocols being developed

Temperature checks (Students not riding bus): Staff stationed at top of bus loop and at carpool area to administer temperature checks to students who walk or are driven to school.

Temperature checks (Staff): All Staff will enter through the main entrance and practice social distancing. Temperature checks will be conducted by nurse, office staff and/or administrator.

School Level Reentry Operations: Millbridge Exemplar

Operation 2: Classrooms, Testing & Therapy Rooms: Physical organization

All Classrooms: Desks 6 feet apart facing Promethean board; Windows and doors open as appropriate. Each student's supplies, such as crayons, pencils, etc., will be kept in their own labeled, plastic containers. No communal supplies will be used. Students will wear masks whenever moving through the classroom. When students are at desks maintaining social distance, masks may be taken off.

Preschool Classrooms: Student tables will be set-up to maintain social distancing with one child per table. Staff will distribute and collect all materials. Classroom will be disinfected between sessions. Shared materials will be disinfected between student use.

School Level Reentry Operations: Millbridge

Operation 2: Classrooms, Testing & Therapy Rooms: Physical Organization

Kindergarten and 1st Grade Classrooms: Twelve desks are in each room. Student belongings will be placed on their desk by an adult prior to entry each day. The belongings of students working remotely will be placed on a table. Desks will be sanitized daily.

2nd Grade Classroom: Two desks will be set up in a pair in rows. Desks will be assigned to students based on the day they attend so only ONE child will be seated at a desk in the pairing at any given time. Student belongings will be stored in their desks. Desks will be sanitized daily.

School Level Reentry Operations: Millbridge

Operation 2: Classrooms, Testing & Therapy Rooms

Personal Belongings K-5: Coats, umbrellas, hats, bookbags, etc, will be stored in the cubbies. Cubbies will be assigned to two students, but only one student in each pair will be present on any given day. Cubbies will be sanitized nightly.

Handwashing and Sanitizing: Each classroom has a hand sanitizer dispenser and a sink with soap. Numerous opportunities are built into every day for all students to practice good hygiene: upon arrival, before and after snack, before and after lunch/recess and before dismissal. Individuals will also wash their hands after bathroom use or self-care, such as nose blowing.

School Level Reentry Operations: Millbridge

Operation 2: Classrooms, Testing & Therapy Rooms

General: Daily cleaning and disinfection of all surfaces will occur nightly. Additional cleaning will occur throughout the day. Bathrooms will be cleaned regularly throughout the day.

Staff will regularly remind students and reinforce good hygiene practices.

Initiatives for public announcements and information regarding ways to promote good hygiene

School Level Reentry Operations: Millbridge

Operation 3: Transportation, Arrival and Dismissal

Depending on the route and rider capacity, the probability of social distancing being maintained is highly unlikely. This will require ALL students to wear masks when they are unable to provide 6 feet of distance between themselves and others.

Students to enter the bus and fill the back to front (except for reserved, assigned Kindergarten seats). After students and drivers become accustomed to the procedure (approx. 3-4 days) students assigned the same seat for arrival and dismissal.

School Level Reentry Operations (Millbridge)

Operation 3: Transportation, Arrival and Dismissal

Car drop off /Walkers: Starting at 8:50am, staff will meet students in the loop at the carpool lane to perform temperature checks. Students will proceed to the entrance door assigned to their grade level. Students will immediately proceed to their classroom. Numerous staff members will be stationed outside and in the halls to help ensure social distancing and masks will be worn.

Bus riders- Staff will unload buses and monitor the number of students that are moving outside at any given time.

School Level Reentry Operations (Millbridge)

Operation 4: Student Flow, Entry, Exit & Common Areas Arrival: Egress into the building

Preschool and Kindergarten enter through door 19 (first door after entrance to bus loop)

1st Grade enters through door 1 (main entrance)

Second Grade and students in self-contained program will enter door 2 (gym door)

All hallways will be one way during arrival and dismissal. Color coded markings will be on the sidewalk for students to follow. Kindergarten is pink, 1st grade is yellow, 2nd/self-contained are blue.

Preschool arrival and dismissal occur at the preschool entrance. Arrival and dismissal times are unique to preschool and depend on which session a student attends.

School Level Reentry Operations (Millbridge)

Operation 4: Student Flow, Entry, Exit & Common Areas Arrival:

Students will remain in their classrooms throughout the day, except when going outside to recess. If a student receives specialized services, a staff member will accompany the student(s) and monitor movement through the halls.

Students going to the nurse or the main office for early dismissal will be escorted by a staff member.

Egress out of the building-

Students will utilize the same doors that were used at arrival to exit the building. Staff will monitor social distancing both inside and out of the building.

School Level Reentry Operations (Millbridge)

Operation 4: Student Flow, Entry, Exit & Common Areas Arrival: Recess

Weather permitting, recess will take place on the field and black top areas. Recess is in the classroom when weather is inclement.

Each classrooms will be assigned to a designated area for recess. Spray paint, cones and flags will be used to designate each area. Classes will rotate areas throughout the year to ensure all students have similar recess options.

Games and sensory paths are painted onto the blacktop for students to use

No balls or equipment will be used. Students will not be permitted to use the playground equipment, such as swings and slides.

Masks will be worn.

School Level Reentry Operations (Millbridge)

Operation 4: Student Flow, Entry, Exit & Common Areas Arrival

Main Entrance Area for Parents (later arrivals and early dismissals)

- Parents/Guardians signing out students will remain in the vestibule and wear a mask.
- Only one parent will be admitted into the vestibule at a time. Six foot markings will be designated outside for people waiting to enter the building.
- Visitors will use a sanitizer station before using the visitor entry system. System and sanitizing station will be disinfected regularly.

Main Office

- Other than office staff, only one person will be permitted to be in the main office at any given time.
- Main office staff's work stations will be situated to maintain social distancing.

School Level Reentry Operations (Millbridge)

Operation 4: Student Flow, Entry, Exit & Common Areas Arrival (cont'd): Faculty Rooms

- Areas that allow social distancing will be designated in the school for staff to use.
- These areas will be disinfected at regular intervals. Wipes will be available for staff use.
- Staff will maintain social distancing in these areas at all times.

Copiers

- Bulk copying will be utilized whenever possible.
- Staff will maintain social distancing when waiting for the copier. Each grade will be assigned a specific copier to use.
- Staff are asked to wipe copier touch points down after each use.

School Level Reentry Operations: Health and Safety (Millbridge)

Operation 5: Screening, PPE, Response to Students & Staff Presenting Symptoms and PPE:

All students and staff will have their temperature checked daily prior to entering the building.. Parents and staff will complete a verification assuring that they are not a risk.

Staff and visitors must wear face coverings unless doing so would inhibit the health of the individual.

School Level Reentry Operations: Health and Safety (Millbridge)

Operation 5: Screening, PPE, Response to Students & Staff Presenting Symptoms and PPE:

Students will be asked to wear a mask while in all common areas, hallways, and at recess. Students will also be asked to wear masks when unable to maintain social distancing in the classroom.

Students will be able to remove masks once they are at their desk or table.

Individual plans will be created to address situations when staff or students cannot wear face coverings due to circumstances.

School will provide face coverings when necessary.

PPE can include but is not limited to cloth masks, plastic face guards, gloves, etc.

School Level Reentry Operations: Health and Safety (Millbridge)

Operation 5: Screening, PPE, Response to Students & Staff Presenting Symptoms and PPE (cont'd):

Nurse will provide necessary Covid-related training at opening day staff meeting

- Understand signs and symptoms of Covid and coordinate action plan for suspected or positive case
- Health Office examination room will be used to quarantine a child
- Nurse will contact parent/guardian to pick-up immediately

School Level Reentry Operations: Health and Safety (Millbridge)

Operation 5: Screening, PPE, Response to Students & Staff Presenting Symptoms and PPE (cont'd):

Nurse, staff and administration will:

Establishment of an isolation space. Students and staff with symptoms related to COVID-19 must be safely and respectfully isolated from others.

Students should remain in isolation with continued supervision and care until picked up by an authorized adult. Follow current Communicable Disease Service guidance for illness reporting. Adequate amount of personal protective equipment (PPE) available, accessible, and provided for use.

Develop methods to assist in contact tracing including records of groups/cohorts, assigned staff, and daily attendance. Continuous monitoring of symptoms.

School Level Reentry Operations: Health and Safety (Millbridge)

Operation 5: Screening, PPE, Response to Students & Staff Presenting Symptoms and PPE (cont'd):

Morning announcements will be done daily reinforcing good hygiene practices and ways to reduce the spread of CoVid-19, such as hand washing, wearing masks, social distancing, etc . Signs will be posted throughout the building reinforcing these practices.

Operation 6: Contact Tracing

Contact tracing will be determined by the township and the district based on CDC and NJDOH guidelines.

School Level Reentry Operations: Health and Safety (Millbridge)

Operation 7: Facilities Cleaning Practices

All classrooms, common areas, student desks, and cubbies will be thoroughly cleaned prior to student use.

High touch surfaces, such as door knobs, sinks, etc... will be cleaned by maintenance staff throughout the day.

Lavatories, staff lunch room, and rooms used for related students will also be cleaned throughout the day as necessary.

School Level Reentry Operations (Millbridge)

Conditions for Learning: Social & Emotional Learning / School Climate and Culture

As always, the social and emotional health and wellbeing of our staff and students is at the forefront of our decisions. These must be addressed before academic learning can successfully occur.

To help promote a sense of community, daily morning meetings, which include a focus on social and emotional learning, will occur. In both the hybrid and full remote formats, this will be available synchronously for all students in the homeroom.

School Level Reentry Operations (Millbridge)

Conditions for Learning: Social & Emotional Learning / School Climate and Culture

Social emotional learning activities and curricula have also been incorporated into other subjects, and a significant portion of students' physical education instruction will be centered on this area.

School counselors are available to support students both at school and when working remotely.

We will continue to partner with and utilize community organizations and resources to support families.

The district leadership team and each school's leadership team will work to develop measures that promote self-care and provide support as needed for all staff.

School Level Reentry Operations (Millbridge)

Conditions for Learning: Academic, Social and Behavioral Supports

Students who have been identified as qualifying for ESL (English as a Second Language) services, Basic Skills, Remedial Reading and Special Education will receive those services.

The District employs, ESL teachers, bilingual Portuguese teachers and a high intensity ESL teachers, full-time reading specialists, basic skills teachers and numerous special education teachers, BCBA's (Board Certified Behavior Analysts), speech therapists, occupational therapists and a physical therapist to support students that qualify for these services.

School Level Reentry Operations (Millbridge)

Conditions for Learning: Academic, Social and Behavioral Supports

Criteria for basic skills has been modified to ensure that students who have gaps from the spring will receive necessary support.

PBSIS (Positive Behavior Intervention and Supports) are utilized school-wide to promote social and emotional support and to shape student behavior.

School counselors, social workers, BCBA's, psychologists and learning consultants are available.

School Level Reentry Operations (Millbridge)

Conditions for Learning: Multi-Tiered Systems of Support

An RTI (Response for Intervention) system is utilized. Tier I accommodations and supports are available for all students. Tier II and Tier III supports are available to students, as needed.

A rubric is used to determine student eligibility for basic skills and remedial reading.

NJDOE criteria is utilized to determine eligibility for ESL and Special Education services.

An I&RS (Intervention and Referral Services) team is available to help support students who are not responding to intervention and who need additional support. All school-initiated referrals to the child study team are made by this team of educators.

School Level Reentry Operations (Millbridge)

Conditions for Learning: Food Services and Distribution

Families are encouraged to utilize pre-packaged and bagged meals as much as possible.

Breakfast and lunch orders will be taken by the classroom teachers, as done in prior years, and submitted to the cafeteria electronically. Families may choose to order breakfast weekly or establish a standing order. Lunch is ordered daily.

School Level Reentry Operations: Millbridge

Conditions for Learning: Food Services and Distribution

Breakfast and lunch will be eaten in classrooms at the student's desk with social distancing practices in place.

Classrooms that have students with allergies will have desks cleaned using additional safety protocols after snack and recess. Parents of students without allergies are asked to adhere to the safe food lists for snacks.

Due to dietary needs, we recognize this would be difficult at lunch and encourage families of students without allergies to limit products containing allergens as much as possible.

Special arrangements will be made for students with documented airborne allergies.

At school, meals will be delivered to the classroom.

School Level Reentry Operations (Millbridge)

Conditions for Learning: Quality Child Care