



Jenks Southeast Elementary

Return to Learn Site Plan

2020-21

The Southeast Leadership Team, along with the help and support of our teachers, have been working on this document in preparation for the school year.

Given our current understanding of the virus and its transmission, these are the practical actions that we are implementing to reduce spread of the virus. These actions will help keep our students, families, and faculty safe and allow continuity of our “At School” option.

There is no one action that eliminates the risk of COVID19. All actions together reduce the levels of risk of spreading or contracting COVID19. Risk in schools is going to require a layering of prevention strategies that will all work together to reduce the overall risk for everyone in school environments. Though they may seem small by nature, every single action contributes to the reduction of spreading and contracting COVID 19.

General Safety Precautions

- All staff will be required to complete a one-time health attestation before being allowed to come to physically report to work at a school site.
- Masks and social distancing will be required of all staff and adult guests on school property.
- 3rd and 4th grade students will be required to wear masks while at school.
- Students in PreK-2nd grade must wear masks in hallways and common areas. Parents of PreK-2nd grade students may choose for their student to wear a mask at other times. All students must wear masks while on school buses.
- All students will wear masks while riding a bus.

- JPS has worked with Sooner cleaning to indefinitely continue their influenza cleaning protocols throughout the duration of the pandemic.
- JSE is replacing all HVAC filters to dramatically improve the rate of air exchange in classrooms, replacing 100% of the air in the room every 8 hours.
- JSE Maintenance will be doing routine cleaning of high contact areas throughout the day.

Hand Hygiene: Frequent and thorough hand washing before and after touching shared surfaces, eating, using the restroom, entering or exiting classrooms or touching of the face, mouth, nose, or mask along with appropriate education on proper washing is key.

Distancing: While 6 feet is the ideal distance, situations may not allow for this spacing. Every bit of distance is better than none, so maximizing all available space or looking at alternative locations for instruction or activity may be necessary.

Contact Tracing: [Covid 19 Contact Tracing Document](#) - *scroll down to view*

Airflow/ventilation: Utilizing outdoor or open spaces as much as possible decreases the likelihood of high-dose exposure of infectious particles. Use of soccer fields, basketball courts, playgrounds and our outdoor classroom will be encouraged .

Class Size: Currently, no definitive national or state guidelines exist regarding maximum class size or teacher to student ratios with respect to COVID-19. We need to be flexible and accommodate the maximum spacing and minimal cohort size that is achievable given staffing, classroom space, school population, age, and activity. In situations where ideal spacing is not achievable, alternate mitigation like masks will be utilized.

Classroom Practices:

- Staff will wear a face covering/mask unless specific approval is given based on necessary personal accommodations or certain types of instructional activities. In these instances we will work to find an alternative type of equipment to be used.
- As much as possible, teachers will consider the use of outdoor spaces/settings for instructional purposes. These spaces should not be on or around playground equipment, but can certainly be on our playgrounds.
- Teachers will discontinue the use of shared materials.
- Handwashing will be promoted and observed periodically throughout the day. Students will wash hands anytime they leave their classroom and return to mitigate cross-spread of germs from other rooms. (ie - specials, lunch, recess, etc)
- Restroom breaks will be scheduled by class to assist with social distancing and contact-tracing both. Students will be asked to make use of these times exclusively, except in the case of emergencies.

- Water fountains will be fitted with hand-free bottle fill stations to prevent the use of the drinking spout and excessive touching of the crash bar.
- Whenever possible, classrooms will use assigned entrance/exits in their buildings to reduce the number of individuals traveling through common areas.
- Media Centers and Classroom Libraries will be available with guidelines.
- Reading/Math/SPED/ELD and other specialists may push-in or pull-out depending on the configuration and type of academic support that is being provided. We will develop specific support in making these decisions and developing these schedules.

Pod, bubble, or cohort style learning: Limiting child to child interaction to a fixed, known group not only helps prevent spread of the virus between larger populations of children, but is also a critical tool in limiting the number of students potentially exposed which require quarantine and exclusion from school for 14 days. This strategy is important to the continuity of At School learning and can be accomplished in many possible ways but will need to be age and environment appropriate. We will use assigned seating in all activities if possible.

Mask Use: The JPS School Board approved the following regarding the wearing of mask: *All staff members and students in Grades 3 - 12 are required to wear a mask. Students in PreK-2nd grade must wear masks in hallways and common areas. Parents of PreK-2nd grade students may choose for their student to wear a mask at other times. All students must wear masks while on school buses.*

We will be providing break-away lanyards for all students in order to help keep up with the mask when they are not being worn. (Lunch, recess, snack breaks) These lanyards will remain at school for use on a daily basis.

Hallway & Transitions:

- We will limit the number of classes in the hallway at a time.
- The hallways will be divided into halves, classes will travel in single file on the right side.
- We are assigning specific entrances and pathways for all students depending on how they arrive, and their grade level.
- We will be posting signs in the hallways/classrooms to remind everyone of our procedures.

Lunch & Recess:

- Social distancing is not feasible in our lunchrooms if we are to feed all students daily. However, the following safety protocols will be enforced:
 - * Students will wash their hands prior to eating lunch, using either classroom handwashing procedures or hand sanitizing stations in the cafeteria (depending on classroom/grade level)
 - *No guests or outside visitors will be allowed in our cafeterias during lunch.

*K - 4th grade students will have a daily lunch rotation that will allow for assigned seating and no more than one grade level in the cafeteria at any given time. Typically each class has their own table, we will assign three tables to each class allowing us to significantly reduce the number of students at each table.

*Students may remove their masks while eating, but will need to wear their mask at all other times moving to and from the cafeteria. We are providing break-away lanyards for each student in order to reduce the number of masks landing on the floor or being thrown away.

*Tables will be fully wiped down, by staff members, prior to any transition of groups in the cafeteria.

- Study has shown rates of spread are significantly decreased in outdoor, sunny settings. We will make some adjustments to our recess schedule to allow for more transition times between groups, and will attempt to promote social distancing on group equipment. Students will not be required to wear masks during outdoor recess if they are not using group equipment. (Required for 3rd-4th; Highly encouraged PreK-2nd)

Specials:

- Specials will continue to take place on a rotational schedule.
 - *PE will meet outdoors as often as feasible or will provide for appropriate physical distancing while in the gymnasium.
 - *Music will not emphasize the act of singing or vocalization and focus on general music, rhythm, non-breathed instruments, and movement/dance. Students will receive individual materials (rhythm sticks, etc) for use in the classroom.
 - *Art will discontinue the use of shared materials and each student will have an individual supply of materials for use in art class.
 - *The use of masks will be required for staff and students in grades 3 and above. The use of masks will be highly encouraged for all other students. Hand washing should be incorporated as a preliminary and post activity to specials as students are traveling to high use classrooms serving differing groups throughout the day.

Field Trips: We are not scheduling any Field Trips at this time.

Guests:

- All guests must wear a mask and practice social distancing of 6 feet.
- Parents or guests will not be allowed beyond building lobbies unless they are scheduled for an appointment or to assist with approved volunteering activities.
- Parents may not accompany children to the classroom, cafeteria, playground, or anywhere else on campus without specific approval from the principal.

Entrances & Exits:

- We are assigning specific entrances and pathways for all students depending on how they arrive, and their grade level. See our SE Arrival/Dismissal document on SE website.

Drop-off/Pick-up:

- Parents will not be allowed to accompany students into the building this school year. Parents dropping off their children will need to remain in their vehicle and use the site's drop-off and pick-up procedures for their children.
- Dismissal will be staggered in 5 minute intervals to prevent clustering of students in common areas in our building as they leave for the day.
- **Arrival and Dismissal Procedures posted on our SE Website - Homepage**
- Parents of walkers and bike riders must complete the appropriate form at Meet the Teacher. The teacher will submit them to the office on your behalf. If you were not able to do this at Meet the Teacher, we are happy to send one home with your student on the first day of school. Please return the following day.

While the risk of viral transmission or an outbreak can never be eliminated, the consistent, appropriate, and strategic application of the mitigation strategies will allow us to provide this option to our families. This guidance will be updated as additional information is shared by our JPS District, CDC, The Tulsa Health Department or the Oklahoma Department of Education.

Other Important Information

Jenks School Calendar - [2020-2021 District Calendar](#)

JPS COVID Cleaning Methods & Resources- [JPS Cleaning Protocols](#)

Follow us on Facebook, Instagram and Twitter @jenkssee

Thank you for supporting all that we do here at Southeast! We are honored to educate and care for your children!