



SENATOBIA ELEMENTARY SCHOOL

Dr. Archie R. Mitchell
Principal

Jessica Zettergren
Assistant Principal

Shalikina Weeden
Assistant Principal

Good afternoon Senatobia Elementary School Parents and Community,

We hope this communication finds you safe and doing well. We are writing to clarify further and to assist you with the start of the 2020-2021 school year at SES. The district has approved for us to offer two options. The two options are either traditional in-class or distance learning. Classes will begin for both options on August 10th. SES faculty and staff will focus on providing education to meet your child's/children's educational needs by using the following approach. All classes, in-class or distance learning, are aligned to the Mississippi State Standards and following the guidelines of the Mississippi Department of Education (MDE). In-class traditional learning will occur with modifications to daily routines to address the safety of students and faculty. A list of these protocols will be attached to this communication. Distance learning for the elementary will consist primarily online lessons via Google Classroom for grade 3rd – 5th grade and a combination of online and instructional packets for grades Pre-K -2nd grade. Teachers will contact parents of students who have chosen distance learning from August 5th to August 8th. The district is also allowing us to have Virtual Fridays (Please check the district website for Virtual Friday dates). Virtual Fridays are designed for teachers to have time to plan and to prepare adequately for distance learning. Also, students who are in traditional classes will have the opportunity to experience distance learning on virtual Fridays. This will help if we have to move to total distance learning again as a district. I encourage our parents to visit our webpage frequently and to follow our social media for up to date and accurate information. There are many false rumors being disseminated which leads to unnecessary confusion. Everyone must understand there is no way for us to please everyone as we make these decisions. Our priority is to keep everyone safe while not making life more difficult for our parents. Each family situation is uniquely different. We fully understand your concerns about health and safety and the need for the distance learning option. However, we also realize the importance of face-to-face instruction, parents needing to work, the economy, and all of the other unexpected consequences of not being in school. Thank you for your continued support and positivity as we strive to do what is best for ALL of our students and employees during these challenging times.

Serving you,

Sincerely,

Dr. Archie R. Mitchell
Principal

301 Marvin Street
Senatobia, MS 38668



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Reopening SES Details:

SES School Hours:

Senatobia Elementary School operating hours will remain the same.

School Drop Off Time: 7:05

Breakfast: 7:05a.m. – 7:45a.m. (Grab-n-Go Breakfast)

Class Starts: 7:45a.m.

School End Time: 2:45p.m.

Procedures for the first day of school: Students will be screened by faculty as they enter the building. No parents will be allowed in the building. Kindergarten classes will be staggered. Kindergarten boys will come on August 10, 2020. Kindergarten girls will come on August 11, 2020. On August 12, 2020 both groups will come and begin regularly.

Meet the Teacher/Student Supply Drop Off:

SES faculty will be hosting a Drive-Thru Meet the Teacher on Thursday August 6, 2020 from 4:00 a.m. – 6:00a.m. Parents will be able to drive through the grade appropriate car rider drop off area of SES to drop off supplies and to meet their child's teacher briefly. SES faculty will began contacting parents to inform them who their teacher is prior to this event. Also, teachers will upload presentations on Google Classroom for students who chose distance learning.

Procedures for early student check out:

Parents are asked to call before coming to pickup their child so that office staff will have them prepared.

Within-Day Scheduling Changes:

- We will minimize opportunities for close contact and the risk of exposure.
- The cafeteria will be closed for full capacity. Meals will be delivered to classrooms/outside areas, and food will be individually packaged and served to children.
- Recess will be staggered in small groups. (Playground equipment will not be available.)
- The entry/dismissal bell schedule will be adjusted.
- No assemblies will occur at full capacity; however, they may occur virtually or in smaller groups.

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- Related services will be adapted when possible. One example is that adults will move more than students.
- Social distancing behaviors continue as recommended by state and local health authorities, such as removing groupings of desks and using hallway floor stickers.

Class Size/Spacing Requirements, Movement Operations

- Desks will be arranged all facing the same direction toward the front of the classroom with as much space between them as possible.
- Teachers will try to maintain six feet of spacing between themselves and students as much as possible, and will wear masks if closer than six feet.
- Classroom windows will be open when possible and conditions allow.
- Large-scale assemblies of more than 50 students will be discontinued.

Movement Operations

- The flow of foot traffic will be directed in only one direction if possible.
- If one-way flow is not possible, hallways can be divided with either side following the same direction.
- Efforts will be made to keep six feet of distance between persons in the hallways.
- Face masks will be worn at all times in hallways.
- Staggered movements at incremental intervals will be used if feasible to minimize the number of persons in the hallways as able.
- Floor tape or other markers will be used at six foot intervals where line formation is anticipated.

Protocols for Screening Students

All screening that occurs, will comply with privacy and HIPAA requirements, and SES will use the following protocol:

- Students are allowed to enter the building at only designated sites and egress from other exits to keep traffic moving in a single direction.
- Parents are not allowed in the school building except under extenuating circumstances. Adults entering the building will be asked to wash or sanitize hands prior to entering, to practice social distancing, and to wear masks.
- If there are extenuating circumstances that necessitate a parent entering the school, only one parent per child will be allowed to enter in order to minimize the number of entering persons.
- Strict records, including day and time, should be kept of non-school employees entering and exiting the building.
- Parents should check the student's temperature at home every morning using oral, tympanic, or temporal scanners; students with a temperature of 100.4 or above should stay home and consider coronavirus testing if no other explanation is available.



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- Parents should ask their children and monitor for any cough, congestion, shortness of breath, or gastrointestinal symptoms every morning. Any positives should prompt the parent to keep the student home from school.
- Temperature checks will be conducted for students once per day; febrile students will be sent to the nurse's office for transport home.
- Children who fall ill at school will be placed in an area of quarantine in the nurse's office with a mask in place. Nurses will wear N95 masks when caring for these students.
- Students sent home from school will have to stay home until they have completely recovered as defined by CDC guidelines.
- When students return to school, they will be checked in with the school administration to ensure proper communication with health officials.
- Students who develop fever or fall ill at school will be kept in an area of quarantine (nurse's office) with a mask/face covering in place until they can be transported off campus. In the event that any student tests positive, immediate efforts will be made to inform any close contacts (those who spent more than 10 minutes in close proximity to the student) so that they can be quarantined at home. Classmates should be closely monitored for any symptoms. At this time, empiric testing of all students in the class is not recommended; only those who develop symptoms will require testing.

Protocols for Dining, Gathering, and Extracurricular Activities

Dining

- Students, teachers, and cafeteria staff will wash hands before and after every meal.
- Classrooms will be used for eating and dining.
- Students may bring food from home, but food may not be shared between students.

Personal Protective Equipment and Cleaning Protocols

Use of physical distancing measures is designed to create layers of redundancy, recognizing that students are unlikely to be able to maintain full compliance at all times. They are designed to minimize the risk of transmission as much as possible while still allowing for feasibility, flexibility, and ease of use.

- All staff and students will wear face masks when they are in common areas, including moving between classrooms. Masks may be homemade or disposable level one (basic) grade surgical masks; N95 respirators are not necessary, except for nurses and for custodial staff who are cleaning and disinfecting an area exposed to a positive case.
- Students will wash their hands or use hand sanitizer after changing any classroom; teachers in the classroom should wash their hands or use sanitizer every time a new group of students enters their room.
- Students and teachers will have scheduled hand washing with soap and water every 2-3 hours.



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- Privacy or barrier screens may be placed at the side of desks in classrooms.
- Gloves are not required except for janitorial staff or teachers cleaning their classrooms.
- Gowns, hair coverings, and shoe covers are not required.

Cleaning Protocols

Coronaviruses on hard surfaces can survive for hours to days. Exposure to sunlight and higher temperatures is expected to diminish their survival, but the exact amount of time required remains unclear. At this point, more aggressive cleaning practices are recommended in order to err on the side of caution.

- Routine cleaning with standard soap and water removes germs and dirt and lowers the risk of spreading SARS-CoV-2.
- School campus will undergo normal cleaning on a daily basis.
- Frequently touched surfaces, including lights, doors, benches, bathrooms, etc., will undergo cleaning with either an EPA-approved disinfectant or dilute bleach solution ($\frac{1}{3}$ cup bleach in 1 gallon of water) at least twice daily.²¹
- Libraries, computer labs, arts, and other hands-on classrooms will undergo standard cleaning procedures per normal operating status.
- Student desks will be wiped down with either an EPA-approved disinfectant or dilute bleach solution at the beginning and end of every day.
- Playground equipment will not be used.
- Staff will wear gloves, mask, and face shield when performing all cleaning activities.

Busing and Student Transportation

The risks associated with student transportation in buses have not been studied to date. As a result, these recommendations are derived from school operating procedures and the best “reasonable standard” given feasibility constraints.

- Face masks will be worn by all staff and students at all times.
- Windows will be open when possible and conditions allow.
- Unloading of buses at school will be staggered to minimize mixing of students as they enter school and to allow six feet of distance while entering through designated entry points.
- Seats and handrails will be wiped down with either an EPA-approved disinfectant or dilute bleach solution before and after every ride.