

Holly Ridge Elementary Families,

I hope everyone is healthy and well. We are very excited about some of our students returning to our building. We have been planning and preparing for a smooth and safe return. In this letter, I will be sharing many of our practices and procedures that I would like for everyone to review before returning to campus.

I also want to encourage families to review the [Wake County Public School System Return to Campus Guide for Families](#). This Wake County guide provides detailed information for our school community and is a great resource to answer many of your questions.

Your homeroom teacher should have contacted you with your child's assigned cohort group. Please contact them if you need clarification or a reminder.

## **K-3 Grades Cohorts**

Cohort A/1 October 26<sup>th</sup>

Cohort B/2 November 2<sup>nd</sup>

Cohort C/3 November 9<sup>th</sup>

**ALL K-3 Students return to the building November 16th**

## **4<sup>th</sup> and 5<sup>th</sup> Cohorts**

Cohort A/1 November 16<sup>th</sup>

Cohort B/2 November 30<sup>th</sup>

Cohort C/3 December 7<sup>th</sup>

Also please refer to the calendar link below which also indicated the Remote Learning Days (green and purple days), Workdays (orange) and

Holidays (blue) when students **DO NOT** come to school. Please note **October 28<sup>th</sup>** was added to our calendar.

[Holly Ridge ES Semester 1 Calendar - 2020-2021 School Year](#)

**During Remote Learning Days** students do not participate in live google meets with their homeroom teacher. These days are meant to complete assignments independently or to catch up on incomplete assignments.

### **Masks Requirements**

Students will be required to wear a mask that fits securely over their nose, mouth, and under their chin. There is no specific mask that is recommended. I encourage parents to review the following documents:

[7 Things Families Should Know About Face Coverings article from WCPSS.](#) And

[Student Accountability and Required Health Protocols](#)

The link above includes a signature page which should be completed and returned with your child when they return to school.

### **Classrooms Set up**

Students will be spaced apart in the classroom to the best of our ability. Teachers have been setting up classrooms to allow students their own workspace and for all students to face the front of the room when possible.

### **Class Size**

Class size varies depending on the grade level and size of the cohorts. Kindergarten to Third grade will range anywhere between 8-15 students during the first 3 weeks of cohort rotations. On November 16 they will not exceed the class size limit of 22 students.

4<sup>th</sup> and 5<sup>th</sup> Grade cohorts that are rotating to in person instruction will also vary in size. These groups will range from 8-13 students in a group. Again, this depends on the number of students that have been assigned to a cohort.

## **Small group instruction**

Students will practice social distancing guidelines during small group instruction. One strategy a teacher might use is to seat students of the same small group at desks that are in close proximity but still distanced. This would allow students and the teacher to maintain spacing distance while creating a closer proximity during the small group lesson.

Students will be able to work together and play together using social distance guidelines.

## **Chromebooks**

Students who have a WCPSS/HRES Chromebook are expected to bring that with them each day.

If families want their child to bring their own personal device guidelines will be provided.

If families do NOT have a WCPSS/HRES Chromebook and they do NOT want to bring their personal device, a school Chromebook will be provided for them to use when they are here.

## **[Technology Guidance for Families](#)**

### **Breakfast and Lunch Procedures**

Breakfast will be in the cafeteria with spacing between students.

Lunch will all be held within classrooms. Lunch will be delivered to the classrooms for students. Whenever eating, students will be able to remove their masks. During these times they must remain seated and all students will need to face the same direction.

Once they are done eating, students will need to place masks back on.

Staff will clean the tables/desks and students will dispose of trash once the entire class has finished eating and masks are all back on.

As a side note, parents should know that breakfast and lunch are free for all students until December 31<sup>st</sup>. \*Any parent who needs to reapply for Free Lunches following this date can do so at this link: [Apply for Free Lunch for After 12/31/20](#)

Lunch menus can be found at the following link. There will only be one lunch choice per day! [Lunch Menus](#)

### **Specials**

When students are in-person, some specialists will be going to their classroom to host specials. Some specialists will host their classes in their rooms.

### **Recess**

A rotating schedule has been created to allow students a 30-minute recess break daily. Teachers will facilitate games and activities that allow for social distancing to be maintained. Masks must also be worn when outside.

### **Student Arrival and Dismissal**

**Please note that due to increased safety/screening/distancing protocols, there will likely be longer wait times and/or delays during student arrival and dismissal and bus arrival/departure. Please plan accordingly.** For our carpool families, we ask that you do NOT let your child out of the vehicle until one of our staff members has approached the vehicle to complete the screening process. We appreciate your patience and understanding!

**BUS ROUTES:** Families who have registered for the bus should receive bus routing/stop information from transportation early this week. If you have not received bus route/stop information, contact transportation at 919-805-3030 to see if you are registered. Routing information for our school can be viewed [here](#).

## **Student Arrival**

**\*ALL STUDENTS MUST BE SCREENED AT SCHOOL. STUDENTS DO NOT HAVE THE OPTION OF COMPLETING A SELF SCREENING AT HOME.**

### **Buses/daycare vans/vendor transportation**

- Students arriving on WCPSS vendor transportation (not buses) DO NOT need a screening at school. The driver will complete the screening with the parent present when they pick up the child at home.
- Buses/daycare vehicles will arrive in the loop and we will unload two VEHICLES at a time.
- A staff member will ask screening questions and take the student's temperature.
- If a student passes the temperature screening (lower than 100.4), they will proceed to school entrance and directly to class.
- If a student does not pass screening, they will move to the side and follow-up screenings will be completed by a third staff member.
- Students need to be wearing a mask otherwise one will be provided.

### **Carpool**

- A Staff member will come to your car window and ask parents screening questions for their child.
  1. Have you had close contact (within 6 feet for at least 15 minutes) in the last 14 days with someone diagnosed with COVID-19, or has any health department or health care provider advised you to quarantine?
  - 2 . Do you have any of these symptoms?
    - **Fever (100.4° or higher) or chills**
    - **New cough (unrelated to allergies)**
    - **New shortness of breath or difficulty breathing**
    - **New loss of taste or smell**

3. Have you been diagnosed with COVID-19 within the past 10 days?

- Cars will drive down to the unloading area and temperature will be screened while the student is in the car. The student can also exit the vehicle for screening, but PARENT MUST STAY UNTIL SCREENING IS COMPLETE.
- If a student passes temperature screening (lower than 100.4), they unload and proceed into building and directly to their destination.
- If they do not pass the screening, proceed to an empty spot for further screenings.
- Students need to be wearing a mask or one will be provided.
- Kindergarten families please work with your child on buckling and unbuckling their seat belt.
- Please have car seats placed on the right side on the vehicle.

### **Walkers**

- A staff member will be at the front and back of the school to conduct screening questions and take temperatures. (screening questions found in carpool section above)
- Please be sure your child has a mask and uses social distancing when waiting to be screened. Signs will be posted.
- Students need to be wearing a mask or one will be provided.
- Students will proceed directly to their destination.

### **Student Dismissal**

### **Buses/Daycare Vans**

As student buses are called, they will stagger exiting their rooms so they do not all leave at once. As students arrive at the bus loop, they will line up along the sidewalk. Bus drivers and staff members on duty will assist in loading buses in a certain order.

### **Carpool**

Students will look for their number on the screen like usual. They will leave the room one at a time and walk directly to the carpool loop. They will wait in line socially distanced behind each color marker.

### **Walkers**

Walkers will be staggered leaving the room and head directly to their destination.

**Staff members on hallway duty will ensure students head directly to their destination and do not congregate. Siblings can walk side by side.**

### **Student Sickness or Medical Needs**

If a student is sick, exhibits sick symptoms, or expresses they are sick, the teacher will notify the main office. A staff member will come to the classroom and escort that student to the appropriate area. A staff member will stay with their child the entire time. Parents will be contacted to pick up their child as quickly as possible.

### **Students Returning to School after Sickness Guidelines**

#### **If your child has been EXPOSED TO SOMEONE WHO HAS TESTED POSITIVE FOR COVID-19 WITHIN LAST 2 WEEKS**

- Exposure = closer than 6 feet for more than 15 minutes
- Your child must stay home for 14 days since the date of last exposure, EVEN if they test negative for COVID-19
- If your child tests positive for COVID-19, follow the rules below.

#### **If you child has been DIAGNOSED WITH COVID-19 WITHIN THE LAST 10 DAYS**

- If your child has no symptoms, must stay home for **10** days since date of first positive COVID-19 test
- If symptoms, must stay home until they meet the criteria requirements for someone exhibiting COVID symptoms (see below)

## **SYMPTOMS**

- Your child may come to school if you have a confirmed diagnosis from a healthcare professional attributing the symptoms to something other than COVID-19 (once fever free without fever reducing medication for 24 hours)
- If your child received a negative COVID-19 test, he/she can return after 24 hours with no fever without fever-reducing medication and they feel well
- Your child should remain home until you can answer **YES** to these 3 questions:
  - Has it been at least 10 days since they first had symptoms?
  - Has it been 24 hours since they had a fever without the use of fever-reducing medications?
  - Have respiratory conditions improved, including cough or shortness of breath?

**If a child in K-3 grade has a fever and must miss school or has to be quarantined due to possible or confirmed COVID diagnosis, they will be able to attend a virtual K-3 classroom. Homeroom Teachers will share this information. 4<sup>th</sup> and 5<sup>th</sup> Grade students would simply continue with their homeroom classroom virtually.**

As always, Please feel free to contact me if you have any questions.

Thank you,

Joy Gorman