Mitigation Protocols - Return to In-person learning
(last revised 12/1/20)

Topic	Notes

<u>Arrival</u>
● Teachers
● Students
	Teachers:
	Arrive by 6:50 (**tentative with start time based on transportation**) and be prepared to welcome students into their classrooms
	
	Teachers will enter through Door #1 and self-check temperature upon arrival.
	
	Students:
	● Prior to returning, parents of students returning for in-person instruction must complete a [Health Screening Commitment Form](#).
	● **Masks must be worn for students to enter the building** (masks will be available for students if needed)
	● Students will arrive at the assigned door using staggered unloading. All students will be temp checked upon entering the building.
	    ○ Door #1 (Busses and Kiss & Ride)
	    ○ Door #2 (Students on special education busses)
	● Students - will be dropped off around 6:50 and will report directly to their first class for the day. ***Teachers with 1st or 2nd period planning will receive further communication about mitigation support.***
	● If showing any symptoms of illness - an admin will take student to care room
	
	School day starts at 7:15

<u>Breakfast</u>	Breakfast 1. Carts for breakfast -in each hallway (strategic locations), students grab & go 2. Carts for breakfast delivered to classrooms Students will eat breakfast inside their first class of the day. Trash bags in classroom - gather breakfast trash, knot, and put in hall
<u>Classrooms</u> ● PPE ● Social distance	Classroom PPE: hand sanitizer, plexiglass, Virex (spray)

- Student conferences
- Monitor rooms
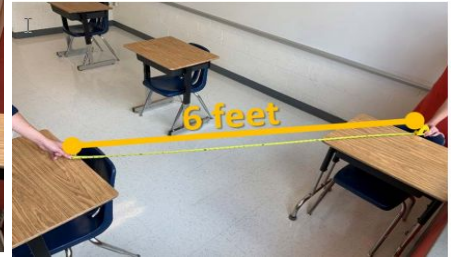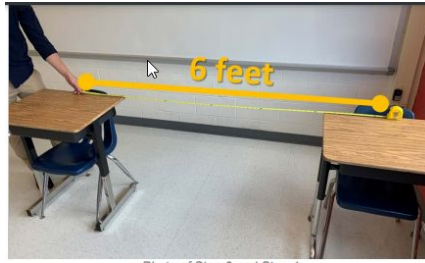
Desks are set-up according to FCPS guidelines - 6 feet apart
Blue tape marks all desk positions

	  -Plexiglass setup at teacher desk for individual conferences Monitor rooms have been set-up for in-person students whose teacher is not in the building. These rooms will be indicated on the student schedule (SIS).
<u>Hallways & Transitions</u>	- Students will transition from class to class - Teachers do a paced dismissal (closest to the door to the back of the room). Please remember that as of 12/1 students still have 10 minutes for transition. - Teachers will disinfect desks used by students (with provided PPE), then be at the door during transition - Classrooms with higher numbers - custodians clean more often -Hallways will be marked for students to travel one way. -Support staff will be in the halls monitoring students as they transition, cameras will also be monitored

<u>Restrooms</u>	Morning: Restrooms will be open prior to the start of the school day and monitored for capacity. Throughout the day: ● No restroom use during transitions. TBD- *How might we mitigate or supervise students to support contract tracing during class time? (google spreadsheet?)* Dismissal: Restrooms will be unavailable during dismissal -All restrooms will be cleaned on a hourly basis -Students are limited to three in the restroom at one time
<u>Lunch (Under Construction)</u> <u>10:25-11:20 (lunch)</u> <u>11:20-12:40 (period 5-6)</u>	-Students will eat lunch in the cafe (70 seats), library, or other large common areas. **-Staff members will still have an unencumbered lunch** <table><tr><td></td><td>T/W</td><td>R/F</td></tr><tr><td>6th</td><td>78</td><td>67</td></tr><tr><td>7th</td><td>85</td><td>86</td></tr><tr><td>8th</td><td>96</td><td>85</td></tr></table>
<u>Departure</u> ● Teachers ● Students	-Students will be dismissed by grade level and classroom location beginning at 1:50pm - As of 12/1 staff members contract time may shift to 6:50am - 2:20pm
<u>Common Areas</u> ● Teachers lounge ○ Copy machines ● CT rooms ● Main office	-Masks must be worn in common areas -Teachers are encouraged to wipe down common surface areas -Due to capacity measurements and narrow passages in the Main office - staff will have limited access. Please email or call the front office staff if you have a question or need something from the main office. - Workrooms will be available throughout the day and during lunches. Teachers who would like to eat lunch together are welcome to do so virtually, until further guidance from FCPS and the Fairfax CountyHealth

	Department is provided. -CT (Collaborative Teams) should continue to meet virtually
Enhanced cleaning ● Restrooms ● Classrooms ● Common areas	-Custodians will be cleaning throughout the building on a rotational basis. -Custodians will be cleaning walls, door knobs, restrooms, and high touch areas -Custodians will perform a deep clean each night

PPE equipment
● Masks / shields
● Cleaning equipment
	-Shield and masks provided for all staff
	-Virex for each classroom
	-Staff members and students are required to wear a mask at all times
	    ● Teachers that are alone in their classroom with the door closed can remove their mask
	    ● Students while eating and drinking
	    ● Students with a documented medical exemption

Visitors ● Parents, etc.	-Visitors will be asked to remain outside of the building when picking up a student, etc. -Visitors will be temp checked and have limited access to areas of the building.
Care Room	-Care rooms are located in 107 and 125 -Care room procedures and protocols will be strictly followed
Drills	-Fire Drill - once a month -Lockdown Drill - at least 2 -Tornado Drill - at least 1
Additional mitigation tactic	All students will be provided with a lanyard with their name, grade level, schedule, and electives/specials that will be color coded based on the day that they are in person to assist staff members in ensuring that they are in the appropriate place at the appropriate time (additional mitigation tactic)
Additional Administrative Responsibilities	-Temperature checks on buses (arrival) -Hallway duty and supervision -Enforcing mitigation safety measures in place (Students and Staff) -Lunch duty and supervision -Staggered dismissal -Assist with care room -PPE supplies and supporting possible Covid reporting -Ensuring FCPS Health guidelines are being followed -Classroom visits and observations -Virtual meetings and conferences (where possible) -Address parental, teacher,staff, and community concerns -Conferencing with parents and students regarding face mask regulation -Supporting contact tracing efforts and ensuring that the Fairfax County Health guidelines are being followed -Respond to needs of teachers and students -Monitor health metrics and updates to policies and regulations **Safety and mitigation is our top priority