

# Crocker Middle School

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## Crocker Return to School COVID Safety Plan

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### 1. Ingress and Egress

Click [here](#) for the ingress/egress map.

Everyone in the drop off and pick-up areas and who enter the school is exposed to different people in their personal lives. In order to reduce the number of people who do not live in the same home entering the school at the same time, Crocker will have a staggered schedule based on grade level: 6th Grade 8:15, 7th Grade 8:30, and 8th Grade 9:00. During our measured return, only one grade level will be on campus at a time.

Drop-off and pick-up procedures will look similar to those in a regular school year; however students will not congregate on the blacktop and/or Blue/Gold tables. During the 2020-21 school year, once a student is on campus, they are to report directly to their classroom.

The Crocker staff understands that some families have children in multiple grade levels, which means that one child may arrive upwards of a half-hour before their scheduled start time. We will have both the Courtyard and MPR open for those students.

Crocker staff will monitor arrival/dismissal to discourage congregating and ensure that students go straight to classrooms once on campus.

### **Ingress**

Students and families will enter Crocker in a variety of ways: by car, by bike, or by walking.

#### **By Car:**

Families, please drop-off on the blacktop during the appropriate time. For smooth traffic flow, we ask that students are not dropped off in front of the MPR. Students will immediately go to their classroom.

#### **Walking:**

Students can enter off Ralston. Students cannot access campus by way of North School. Parents are not allowed to walk with their children once on campus.

#### **By bike:**

The student bike area is in front of the gym. Students can enter off Ralston. Students cannot access campus by way of North School.

### **Egress**



Egress will mirror the ingress procedures, and follow a staggered schedule. Students cannot exit by way of North School.

## **2. Directional Map**

After the school day starts and during transitional times, students and staff will follow a directional map. With a few exceptions, all hallways, breezeways, walkways and stairs will be one-directional. The purpose of this is to minimize congestion and follow COVID social distancing protocols.

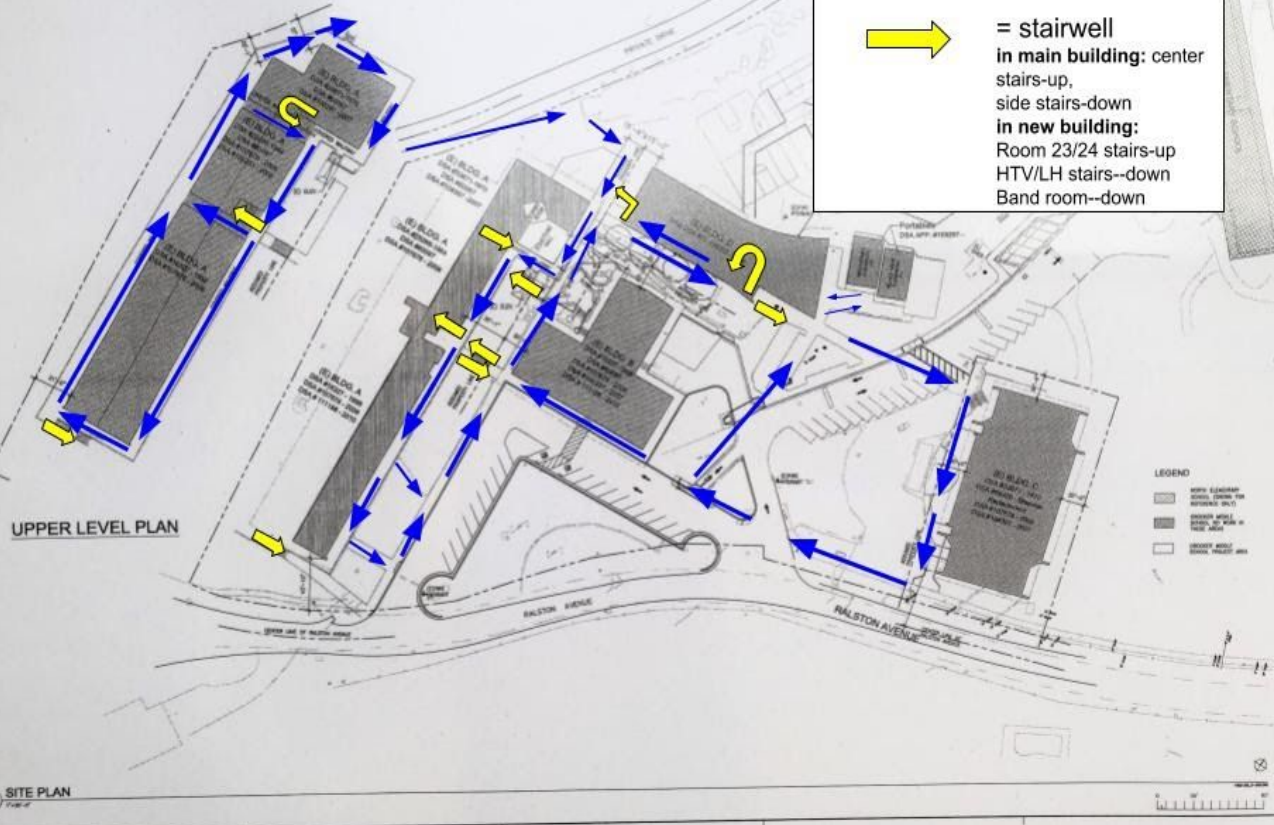
# Crocker Directional Map 2020-21

## Legend

-  = walkway
-  = stairwell

**in main building:** center stairs-up, side stairs-down

**in new building:** Room 23/24 stairs-up, HTV/LH stairs--down, Band room--down



Sample of directional signage that students and staff will follow



### 3. Staff Supervision Schedule

Staff will monitor students as they arrive on campus, during transitional periods, brunch and after school as students leave campus. To view a copy of the Staff Supervision Schedule, click [here](#).

During Transitional Time, all certificated staff will be at their door assisting and making sure that students are following the COVID protocols. Maria and Dave will be in the halls monitoring during this time as well.

#### 4. Bell Schedule

Crocker will be on a rotating/rolling block schedule starting Monday, November 16, 2020. The block schedule will rotate between Blue Days (Periods 1, 2 and 3) and Gold Days (Periods 4, 5, Flex). Below is the schedule over a two week period. Students will rotate from class to class and will be physically distanced as they move from room to room. If a student or teacher becomes a case then county health will be contacted immediately for quarantine specifications.

Monday	Tuesday	Wednesday	Thursday	Friday
1	4	1	4	1
2	5	2	5	2
3	advisory/flex	3	advisory/flex	3
Monday	Tuesday	Wednesday	Thursday	Friday
4	1	4	1	4
5	2	5	2	5
advisory/flex	3	advisory/flex	3	advisory/flex

### REVISED T2 BELL SCHEDULE FOR TRANSITION TO IN PERSON LEARNING (11/16/20 - 1/8/21)

	Blue Day	Gold Day
8:40 -9:55 (75 min)	Period 1	Period 4
9:55-10:15	Brunch	
10:15-10:20	Transition	
10:20-11:35 (75 min)	Period 2	Period 5
11:35-11:45	Transition	

11:45-1:00 (75 min)	Period 3	FLEX/Advisory
1:00	Dismissal	
1:00-1:40	Staff Lunch	

All grades will follow the above schedule during our measured sequential approach to return to school. This schedule will be for in-person, distance learning and virtual classroom students. **This schedule will be for the following dates November 16, 2020 through January 8, 2021.**

**Beginning January 19, 2021 we will move to the staggered schedule: [T2 Bell Schedule Beginning January 11, 2021](#)**

\*During Transitional Time, all certificated staff will be at their door assisting and making sure that students are following the COVID protocols. Administration will be in the halls monitoring during this time as well.

\*\***Absences during in-person learning:** For short term absences, just as in our traditional setting, teachers will continue with past practice and send home school work electronically, or when the student is well they may make up the work. For prolonged absences due to quarantine, in addition to the above, a teacher may decide to use webcams to assist in providing instruction to students.

## 5. Daily Routines for All

Due to COVID protocols there will be new routines and procedures that all staff and students must follow in order to provide the safest environment possible. These routines will include the following:

- All staff, students and any outside contractor must fill out the Ambry COVID 4 CARE symptom screening app before leaving one's home. Only those with a "green badge" are permitted on campus.
  - **Before coming to campus** Staff must complete the [Ambry CARE4COVID screener](#) by 7:45am
  - **Students Before coming to campus** complete the CARE portal 15 minutes before arriving on Campus
- Contact the school if one receives a red badge after filling out the Ambry app
- On campus, Staff and students will follow the directional map during transition times
- All people on campus will wear their face covering properly
- All people will maintain proper social distancing (6 feet) when practicable
- Certificated staff will monitor the halls during transition time
- Between transitions students will use hand sanitizer or wash hands
- Between transitions staff will disinfect student desks/ surfaces
- After Brunch students will wash their hands for 20 seconds as they enter a classroom and before they sit down
- Parents are only permitted to visit the Crocker office



## 6. Assigning Bathrooms to Cohorts

In order to contact trace and mitigate the spread of COVID-19 the same groups of students will use the same bathroom as practicable. Students will be grouped by team. (Note--8 portable restrooms are on order and 6 hand washing stations are on order)

Click [here](#) for a copy of the bathroom map.

### Portable Student Restrooms by Team

Restroom 1= Teams 1, 11, 21

Restroom 2= Teams 2, 12, 22

Restroom 3= Teams 3, 13, 23

Restroom 4= Teams 4, 14, 24

Restroom 5= Teams 9, 19, 29

Restroom 6= Teams 6, 16, 26

Restroom 7= Teams 7, 17, 27

Restroom 8= Teams 8, 18, 28

\*LC has their own restroom

### [Assigned Staff Restrooms:](#)

## 7. Location of Isolation Station and Well Rooms

Some students may feel sick when they are at school, while other students may be feeling well, but either need to receive routine medication and/or have an incident and need First Aid care. Crocker School will have 2 separate areas for students:

- **Isolation Station room** for students who have symptoms of COVID-19. This area is separate from other students. Location: Crocker Nurses Office. Students will enter the side door onto the breezeway. Parents will pick-up their child from this door.

Directions for Staff:

If a student is showing signs of symptoms, do the following:

- 1) Call the office to let Kris and Marianne know that they are expecting a student
- 2) Tell the student to go to the door by the materials pick-up table. Marianne or Kris will meet the student there.

FOR SAFETY REASONS, DO NOT HAVE THE STUDENT GO TO THE MAIN DOOR OF THE OFFICE

- **Well Room:** injury/treatment room, medicine distribution, sprained ankle, etc. Location: Office Workroom.

Directions for Staff:

If a student needs to go to the office, but is NOT showing symptoms i.e. sprained ankle, needs to take medication, etc.

- 1) Call the office to let Kris and Marianne know that they are expecting a student
- 2) Tell the student to go to the main entrance of the Office. The student can walk in and Marianne or Kris will help them.

## 8. Brunch Areas for Cohorts

The Crocker schedule is staggered by grade level thus permitting one grade level at a time to break. Teachers are assigned a specific area for Brunch. Teachers will walk their students down to the specific area which will be monitored by administration and aides. Students will be reminded by staff to keep physical distance during break times. Students are permitted to take off their face coverings to eat and drink. Students are permitted to use their assigned restroom during this time. Students are not permitted to walk around campus or play on the blacktop and/or field during this time.

**Brunch Seating Map:** Click [here](#) for a map and photos of where students will have Brunch. Subs, please take the students to where the teacher you are subbing for would take them.

At the end of brunch, students will follow the directional map and wait for their teacher at the next classroom.

### Areas that are off limits during Brunch:

- Library
- Computer Lab
- Maker Space Room
- MPR (unless raining or assigned to the MPR)
- hallways--only used to access bathrooms
- blacktop (unless assigned to blacktop)
- field

### Plan to open up "recess" as a part of Brunch?

Yes. We would very much like to open up the blacktop for recess. If things progress smoothly in a positive direction, the administration will consider such activities. When and how this will happen is to be determined.

### Brunch protocols for staff:

- Instructional aides who are supervising will have their break either before or after brunch.
- Teachers are to use brunch to get something to eat/drink or use the restroom.
- Remember, due to COVID protocols, staff cannot congregate in common areas, but can use the TDR to grab their food or heat up a meal.

### Plan for inclement weather:

The MPR may be an option for a handful of cohorts. Other cohorts will move to inside hallways and/or teacher classrooms. Click [here](#) for the plan.



## 9. Plan for Staff Training

- IR thermometer Training
- Ambry App Training
- Review HCSD Staff Manual (RTS)
- Student/Self Health Check Training
- Classroom Best Practices for mitigating COVID spread
- Communication Plan for suspected case or contact
- [Ambry training video](#)

## 10. Plan for Student Training

- Ingress/Egress procedures
- Bathroom procedures
- Handwashing protocols
- Physical Distancing protocols
- Face covering wearing protocols
- Isolation Station location
- Brunch procedures
- Classroom material protocols

Behavioral techniques such as modeling and reinforcing desired behaviors and using picture schedules, timers, and visual cues can help all students adjust to changes in routines and take preventative actions.

## 11. Plan for Special Education Services

Crocker Learning Center students return to campus starting September 21st. The plan for their return is outlined [here](#).

Crocker SPED plan (in progress)

## 12. Plan for Parent Communication/Education

The administration is looking at a variety of ways to push out information to parents. These include the following:

- Messages in the Viking Newsletter
- Email/HCSD app blasts
- Messages on the Crocker Instagram
- Ambry “how to” video
- HTV created videos
- Zoom webinar

## 13. Emergency Plan during COVID

In the event of an emergency, staff will direct students to follow normal emergency procedures. Once everyone is safe, we can then follow COVID protocols and procedures. For example, if we needed to evacuate, teachers would lead their students to the blacktop in the quickest/safest route possible, this may not follow the COVID Directional Map.

During the 2020-21 school year all drills will be tabletop discussions and exercises. We will not practice evacuating.

Crocker drills and plans can be found [here](#). Dates for drills are TBD.