



# Metcalf Elementary School Hybrid Overview

Start Date: August 31, 2020

This year will be like no other year in our school's history. While some things have changed, we are so excited to be moving forward in a direction that brings students to school. This road has not been easy; however, we are thankful for amazing families who have handled the challenges as we work to balance the safety of our students while providing educational opportunities to each of you. While we transition to a hybrid model, our priority is the safety of students and staff. By providing an alternating schedule, we will be able to offer in-person instruction to a smaller group of students. We hope that the metrics continue to improve in Greenlee County so we can move in-person instruction for all students each day of the week. As we prepare for this new start, below are the procedures that we will implement to ensure the safety of all who enter Metcalf Elementary School.

## MASKS - FACE COVERINGS

- Because COVID 19 is spread primarily through respiratory droplets and masks have been proven to reduce the distance these droplets can travel, all staff and students will be required to wear a mask unless they provide a medical exception. When able to appropriately physical distance, students will be able to take a mask break. This may take place outside, in the multipurpose room, or another area in our building. Also, students will not wear masks when they are eating or drinking.

## PERSONAL HYGIENE

- Throughout the day, students will frequently wash their hands. When not able to wash, hand sanitizer will be provided.

## TRAVEL TO SCHOOL

- Students will be required to wear a mask on the bus.
- Households will be seated together if possible.
- Busses will load from back to front.
- A few windows will be left open to help circulate fresh air throughout the bus.

## ARRIVAL

- Any student arriving before 7:35 am will report to the multipurpose room where they will physically distance. Students who arrive after 7:35 am will use their respective grade level entrance to report to their classroom.

Kindergarten	North Entrance
First Grade	West Entrance
Second Grade	West HR Building Entrance
Third Grade	West Main Entrance
Fourth Grade	East Rear Stairwell Entrance

- Once in their classrooms, your child's homeroom teacher will take their temperature and document this in a daily log.

## IN THE BUILDING

- Signs and markers will be placed throughout the campus to ensure that everyone in the building maintains an appropriate distance between themselves and others while in the hallways and classrooms.
- Rooms will be set up to allow for increased physical distancing. Also, we will consistently remind students about the importance of physical distance.
- All areas of Metcalf Elementary, specifically classrooms, restrooms, and stair rails will be consistently sanitized throughout the school day.
- Inside doors will remain open to allow constant airflow.

## SPECIALS

- Remaining with their classroom cohort, students will rotate to their daily designated special at their assigned grade level time.

8:20 - 8:50	Kindergarten
9:00 - 9:30	First Grade
9:40 - 10:10	Third Grade
10:20 - 10:50	Second Grade
11:00 - 11:30	Fourth Grade

## LUNCH

- To appropriately physical distance, classes will be on a rotating schedule for lunch in the multipurpose room. Some classes/grade levels will eat in their classrooms. For these classes, lunch will be delivered to their room. Students will continue to have two choices of entrees and milk.

## RECESS

- Students will still receive two recess breaks - 20 minutes before or after lunch and 15 minutes at another designated time during the day. Each class in the grade level will take their break at the same time. There will be specific locations on the playground for each classroom cohort.

## DISMISSAL

- Students will be dismissed through the same location that they entered the building in the morning. Students will be masked up and staff will monitor students as they load busses and exit the building to ensure they are physically distancing in the hallway.
- If you are picking up your child, please make sure you are wearing a mask as well and physically distancing from other parents. Kindergarten students will be picked up in the multipurpose room. To help with the flow, we ask that you not loiter in the multipurpose room. If you must speak with a teacher, we ask that you call Metcalf Elementary before the end of the day to set up a meeting. Once our students have been safely dismissed, the teacher will be able to meet with you.

## HYBRID SCHEDULE

Monday - 8/31	Tuesday - 9/1	Wednesday - 9/2	Thursday - 9/3	Friday - 9/4
<b>Group A:</b> In-person -school all-day <b>Group B:</b> Distance Learning	<b>Group B:</b> In-person -school all-day <b>Group A:</b> Distance Learning	<b>Group A:</b> In-person -school all-day <b>Group B:</b> Distance Learning	<b>Group B:</b> In-person - school all-day <b>Group A:</b> Distance Learning	All students participate in Distance Learning.
Monday - 9/7	Tuesday - 9/8	Wednesday - 9/9	Thursday - 9/10	Friday - 9/11
Labor Day No School  <i>Students in Group A will come on Friday - 9/11.</i>	<b>Group B:</b> In-person -school all-day <b>Group A:</b> Distance Learning	<b>Group A:</b> In-person -school all-day <b>Group B:</b> Distance Learning	<b>Group B:</b> In-person - school all-day <b>Group A:</b> Distance Learning	<b>Group A:</b> In-person - school all-day <b>Group B:</b> Distance Learning
<b>We will continue to use Schoology to access assignments when students are not in school.</b>				

## QUESTIONS

If you have any questions about this plan and/or your child's scheduled day, please don't hesitate to contact your child's teacher or call the Metcalf Elementary School office at 928-865-7290.

*Please note, these plans may be adjusted as conditions and/or guidelines change.*