

BWB

In Person Educational and Safety Plan

Summary Statement:

The BWB school in person safety and educational plan has been written in compliance with the Department of Elementary and Secondary Education guidelines. This plan incorporates health and safety measures that allows for **daily student attendance** with optimal social distancing (students 6 feet apart). To reduce the potential risks of exposure and spread of COVID-19; routines and schedules have been added and in some cases altered to allow proper distancing among students and staff. Proposed adjustment to dismissal and pick up procedures, recess locations, classroom configurations and new routines are embedded within this in person plan. Overall, the in person plan ensures students have equal access to educational opportunities while maintaining a healthy school environment.

Phase	Description	Duration
I	All students begin remote instruction on September 14	2 weeks
II	Beginning September 28, students begin a reduced schedule of 4 hours per day (9:00- 1:00) on Monday, Tuesday, Thursday, and Friday. Wednesday is a remote learning day.	2 weeks
III	Beginning October 13, students attend a full school day.	Ongoing

**The above assumes positive public health metrics.*

Daily Schedule:

8:45-3:45

Students enter the building and report to classroom assignment at 9:00 am. We are working on a plan to continue our Morning Walk safely. Individual classroom schedules will be developed and submitted by teachers.

Students will remain in classrooms for their instructional time. Within their instructional day students will also have hourly masks breaks or when deemed necessary by the assigned teacher. Recess and opportunities to be outside will be embedded within the daily schedule by homeroom. 3:45 is dismissal time but we will begin at 3:20.

Hygiene and Cleaning

Students will all be trained to ask themselves the following four questions each time they enter a new space:

1. Is my work surface clean?
2. Are my hands clean?

3. Is my mask on?
4. Am I six feet away from the person next to me?

All student learning spaces (desks, etc.) will be cleaned and disinfected at the end of each day. Students will be assigned one desk in each classroom. Students will not share desks. If for some reason, a student must use a different desk/learning space or change desks/learning spaces, all spaces will be cleaned prior to another student utilizing the space.

Hand Hygiene

All homeroom classes at BWB are equipped with hand sanitizer. Handwashing teaching and practice will be implemented at the start of the school year and continue throughout. Students will be required to wash/sanitize hands upon entering the classroom each morning. Students will be required to wash hands/sanitize after bathroom breaks, in between transitions and any other time deemed appropriate by supervising staff. If a child is sneezing or coughing they will be asked to wash their hands.

Masks

All students are required to wear masks, unless there is a documented medical or behavioral exception. In the event that a student removes their mask or does not wear their mask without permission, a teacher or staff will conference with the student and encourage the student to comply with the expectation. If the student continues to refuse wearing a mask, the teacher will call the office to request assistance from counseling, health and or the principal. When a student continues to not comply, the parent will be called to pick up their child.

Mask Breaks

Students, faculty and staff will be required to wear masks within the school building. During recess or during other classes held outdoors, when physical distancing permits it, masks may be removed for a mask break. Additionally, mask breaks will occur during lunch and breakfast. Within a classroom if a student needs a mask break and they are six feet away from others, teachers may allow students to take a mask break. Where this is not possible and a break is needed, teachers may take their class outside for a brief mask break (5 minutes). Students must be supervised at all times during a mask break.

Transitions

Entering the Building

The school day will begin for students at 9:00 am. Students arriving by drop off will go out to the Morning Walk area around the school. Staff will be given locations (i.e., hallways, classrooms) to monitor and maintain proper mask wearing and safety guidelines while entering the building. Paraprofessionals and additional staff without homerooms will be assigned to each door to direct students and maintain safety.

Bus Transitions

All students riding the bus will adhere to the transportation guidelines issued by DESE. All students will wear a mask on the bus. Seat assignments and distancing guidelines will be reviewed and shared with students and families prior to the start of the school year. Students will be released slowly to allow proper distancing when entering the main entrance upon arrival. Staff will be assigned to greet children, check to make sure students are distanced and wearing masks when exiting the bus. Dismissal will follow similar procedures.

Parent Drop off/ Pick up

Students being dropped off by parents/guardians will head to the back field for the Morning Walk. Cars will enter and pull past the front of the school and into the basketball court parking area. No children will be dropped off prior to 8:45. We ask that parents remain in their cars. Staff will be outside at drop off locations to help students enter safely.

Parents/guardians will pick children up in the front of the school. Parents/guardians will be issued a color coordinated label that can be displayed on the driver side dash. The color label will have Child's First and Last Name and Grade. This will allow staff to identify students by last name and location to prepare them for pick up. Parents must remain in the car line until exiting. Engines must remain off while loading students. When the whole line is loaded, you will be directed to start your engine and drive out.

Early dismissal and dropping students off late is highly discouraged as extra safety precautions need to be maintained. Parents and visitors will not be permitted in the building at this time. If you need to come to school to drop off an item, please buzz the buzzer at the door and tell Mrs. Morgan what you need. A bin will be outside for dropping off items.

If early dismissal is requested by a parent/guardian, they must write a note. When they or their approved emergency contact arrives, they will need to come to the front door and Mrs. Morgan will assist by bringing your child to you. The school will need to confirm the identity of the adult picking up the student. They will need to show a picture ID.

The school nurse may be dismissing students/staff early if ill or injured. Mrs. Angiolillo will give you instructions on pick up when you arrive.

During regular dismissal times, picking up students will occur outdoors. If parent/guardians get out of their cars, they must wear a mask and social distance.

If necessary, the schools may determine specific times for student picking up, so they can best monitor who is leaving the school safely and who is picking them up.

To best support the health and safety of students, students should be in school for the full day, arriving on time and not being dismissed early. If patterns of this are noted, they will be addressed with the parents/guardians by administration.

Passing/ Transition Time

Students will remain in the classroom until a designated time for transitions such as leaving classroom, recess, services and dismissal. They will leave the classroom in single file order and remain on the right side of the hallway, following the guiding arrows and floor decals that represent appropriate distancing.

Backpacks

Students will keep their materials/snack/lunch in their backpacks and the backpacks will remain with them at their desks. Students will not be allowed to share materials unless they have been disinfected.

Snack/Breakfast

If you order breakfast, it will be delivered to the classroom. Snacks will be eaten in the classroom. Students have breakfast 6 feet apart from others to maintain distance while eating.

Lunch

Lunch will be brought to the classroom and students will eat in their classrooms or outdoors.

Bathroom Breaks

Bathrooms will be limited to 1-2 students at a time depending on the number of stalls.

Assemblies

INDOOR Assemblies are prohibited. OUTDOOR assemblies may be permitted by grade level.

Classroom Size and Location

Size and Assignment



Room assignments are as followed:

Grade/Teacher	Room Number	Number of Desks/Students	# Feet apart
Grade K/1 Sinclair	1	20	6
Grade K Powers	13	16	6
Grade K Brackett	11	16	6
Grade K Eldredge	12	16	6
Grade 1 Hadfield	2	16	6
Grade 1 Pandolfi	3	16	6

The Library

Our library books have been moved to the cafeteria at this time. Students will not be sharing books at this time.

Nurses Facilities and Covid Space

All students, faculty and staff should remain home if at any time they are exhibiting COVID-19 symptoms.

Protocols for Sending Students to the Nurse

Covid 19-Protocols

- If a student or staff member becomes ill at school, it is important to isolate them as quickly as possible to reduce the chance of transmission of illness to others.
- The staff member who suspects a student is ill should call the nurses office immediately and the nurse will determine whether they will go to the classroom or have the student go to the nurse's office. The student should have a face covering/mask on.
- The student with suspected COVID-19 should wear a mask and be brought by a nurse to the COVID-19 Medical Waiting room (sick/isolation) room for assessment, or outside as per nurse's judgement (weather dependent).
- The nurse will don required PPE as needed. The ill student or staff member will be assessed in the sick/isolation room.
- A nurse will complete an assessment of illness to determine if isolation or an immediate call to 911 is required. A nurse will stay with the student or staff member providing support until EMS arrives.
- If a child exhibits symptoms of illness the nurse will call the parent to inform of assessment findings and ask the parent if there have been any known exposure to illness.
- The parent/guardian or designee will need to pick up the child immediately.
- The ill student's parent/guardian or staff member should call their healthcare provider for further directions.
- Custodial staff should wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible. During this waiting period, open outside doors and windows to increase air circulation in these areas. Custodial staff should follow the [CDC cleaning and disinfection recommendations](#) for cleaning the exposed area.
- The School Nurse will call the local public health to determine close contacts within the school as needed for contact tracing for strongly suspected cases of COVID-19. She will work with them regarding any other guidance regarding possible exposures and who may need to self-quarantine within the building.
- Students or staff member will need a medical note stating they are cleared to return to school if they test positive for COVID-19 or if they are strongly suspected of having it.
- BPS nursing and administration should follow the [Public Health Recommendations for Community-Related Exposure](#).
- Parents/Guardians should follow [CDC-recommended steps](#) for return to school. Students should not return to school until they have met the criteria to [discontinue home isolation](#) and have consulted with a healthcare provider and state or local health department.
- If a student or staff member is confirmed to have COVID-19, BPS nursing and administration should inform close contacts of their possible exposure to COVID-19 while maintaining confidentiality as required by the Americans with Disabilities Act.

- **If a student or staff member calls out ill and notifies the school that they are ill at home and have COVID-19 symptoms, the nurse will instruct them to call their health care provider and take guidance from the local public health department.**

Student Office Access and Appointments

The Office

Teachers who have students who require access to the office for dismissal slips, paperwork etc, should call ahead to the office. Do not send children unescorted to the office without calling the office first.

Counseling

All students will have access to our counselor when needed. Please check in with Mrs. Beebe before sending a student to her office.

Copying and Supplies

Teachers may use the copier in the office or the teacher work room (near stage) . At all times, physical distance requirements must be met. Physical distancing guidelines must be followed in the staff room as well. A schedule will be given to staff with their specific time to access the teacher work room.

Visitors

Visitors to any school building should call the school first to notify them of the reason to come to the building. 508-362-4949

If parents/guardians are dropping off a personal item for the child(ren) they will need to call the school first. Upon arrival there will be a container located near the front entrance in which the item can be left. The item will be taken into the school and the student called to main office to pick up.

All visitors who are given permission to enter the building will need to follow all of the safety guidelines set forth below, which are posted at the entrances:

- Face masks are ***required for all visitors***
- Social distancing of 6 feet must be maintained at all times
- Hand sanitizer should be used upon entering the school
- Do not enter if you are not feeling well

•Any visitor entering a school will be required to sign in/out at the main office, so there is a record of entry and exit for safety reasons and in case contact tracing is necessary. In addition, they will need a picture ID.