



L.P. Vaughn Elementary

School Level Strong Start

Our primary goal is to ensure the safety of all students, faculty and staff at L.P. Vaughn Elementary. Our school level Strong Start Plan outlines protective measures that will be taken throughout the COVID-19 pandemic.

Point of Contact

Natalie Ducote – nducote@nat.k12.la.us

Charlie Gandy – Charlie.gandy@nat.k12.la.us

Anne Hester - Anne.Hester@nat.k12.la.us

Guidelines for Grouping

- Static groups of no more than 25 students, understanding individuals may come into close contact and may not be wearing face coverings in grades PreK – 2nd.

Face Coverings

- Face Covering must be worn at all times by all adults on campus. Adults are responsible for providing their own face covering.
- Students will not be required to wear face coverings unless requested by the parent. Teachers will honor the request of the parent to the fullest extent possible.
- Teachers of PreK to 2nd grade students can not require students to cover their face.

Temperature Checks

- Thermal cameras and/or threshold thermal screeners will be mounted at the carline entrance and front door entrance.
- All students will have temperature checks.
- Students with a temperature of 100.4 or higher will be held in the “sick room” (Room E145).
- Employees temperature checks will be taken at clock in and recorded on sign-in sheet.

Sick Room

- The room directly across from the office will be used as a sick room.
- Kinder Mats will be laid on the floor, spaced 6ft apart.
- The room will not be used as a passthrough for students or employees.

Arrival (carline) – see map

- Students will hand sanitize when entering the building, passing through a thermal scanner.
- Any student with a temperature 100.4 or higher will be escorted to the sick room.
- Doors will be propped open to limit contact exposure.
- All carline students will travel down E hall to the front door of the school to pick up a grab-and-go breakfast.

- Students will walk to their classroom.

Arrival (bus) – see map

- Students will exit their bus and line up as a static group.
- Students will hand sanitize when entering the building, passing through a thermal scanner.
- Any student with a temperature 100.4 or higher will be escorted to the sick room.
- Doors will be propped open to limit contact exposure.
- All bus students will travel down the sidewalk to the front door of the school to pick up their grab-and-go breakfast.
- Students will walk to their classroom.

Dismissal (carline) – see map

- Partitions will be used to separate students (Kinder, 1st, 2nd) in D hall.
- Rooms off D hall will be used to house five 1st grade classrooms.
- PreK students will be held on F hall with the use of partitions.
- Carline students will sit in classroom static groups.
- Car tags will list the teacher name to easier locate students at dismissal.

Dismissal (bus line) – see map

- Partitions will be used to separate students (Kinder, PreK).
- Kinder students will sit in classroom static groups in the cafeteria.
- PreK students will sit in classroom static groups in the PreK hallway.
- 1st and 2nd grade students will remain in classrooms until their bus is called.
- The students in Mrs. Fields classroom and any other DESS students needing closer supervision will sit on the front outside benches. Social distancing will be maintained and partitions will not be needed.

Partitions

- Partitions measuring 4 feet tall and 5 feet wide made with 6 mil Visqueen will be used during dismissal to separate static classroom groups.

Hand Sanitizing / Hand Washing

- Stations will be placed in high frequency areas (see map) as well as inside each classroom.
- Students will sanitize before exiting a classroom.
- Classroom sinks will be utilized in Kindergarten and PreK classrooms as a sanitizing station.
- Students will sanitize before grabbing breakfast grab and go bags, and prior to entering the cafeteria.
- Students will wash with soap and water prior to leaving the restroom.
- Hand sanitizer and pump will be provided to the teacher by the school.

Classroom Cleaning

- Classroom surfaces will be disinfected twice daily by the classroom teacher.
- Teachers will use a microfiber towel and a spray bottle with approved disinfectant.

- Laundered microfiber towels (2) will be picked up at clock in, dirty microfiber towels will be dropped off at clock out.
- Teachers will complete a daily checklist for disinfecting procedures, which will be submitted weekly to Mrs. Ducote.
- Disinfectant solution, spray bottle, and microfiber towels will be provided to the teacher by the school.

Water Stations

- Water fountains will be disconnected and water bottle filling stations will be installed.
- Students are encouraged to bring a water bottle to leave at school.

Hallway/Restroom Cleaning

- Custodial staff will disinfect high frequency hallway and restroom areas.
- Custodians will complete a daily checklist for disinfecting procedures, which will be submitted weekly to Mrs. Ducote.

Breakfast / Lunch

- Breakfast will be served in grab-and-go bags. The breakfast station will be located just inside the school doors with easy access for all students. (see map)
- Students will sanitize prior to making their breakfast and milk selection.
- Lunch will be served in a traditional manner with the exception of the use of to-go plates. Students will exit the serving line and return to the classroom to eat their meal.
- Teachers/Paras/Tutors will fill a bag with student's milk of choice, silverware, and condiments and carry to the classroom for the students.
- Admin will provide large trash cans at the end of each hallway for tray disposal.
- Teacher will follow a strict schedule to enter the cafeteria in a timely manner.

Restroom Procedures

- Teachers will adhere to the strict restroom schedule.
- Limit single student trips to restroom to the greatest extent possible.
- A single static group may enter the restroom at a time.
- Students will use soap and water prior to exiting.

Recess

- Students will have recess on a daily basis dependent on weather according to the master schedule.
- Students will not use playground equipment, trikes, swings, or other common area playground equipment.
- Students will have designated play spaces separate from other static groups. (see map)

Electives (Kinder-2nd)

- Students, within their static group, will attend one of the three offered electives each day. Students will dismiss from electives on :50 of the hour and students will arrive at :00 on the hour to allow time for proper cleaning. Students have designated waiting spots to enter the elective classroom. (see map)
- **Art**

- Mrs. Nelson will be provided with ample microfiber towels and disinfectant spray.
- Table and chairs will be cleaned prior to all student groups entering.
- Students will have their own art materials inside of a labeled Ziplock bag.
- A para will assist Mrs. Nelson with cleaning at each rotation.
- **Music**
 - Mrs. Ballard will be provided with ample microfiber towels and disinfectant spray.
 - Students will not use wind instruments but rather percussion instruments.
- **PE**
 - Four static groups will be divided into two gyms with one static group on each side.
 - Only non-contact games will be played.
 - Foggers with non-toxic disinfectant chemicals will be used to properly clean the gyms in between static groups.

Office

- Parents will not be allowed to enter the school building after the week of August 31st.
- Secretaries will handle late check-ins and early checkouts through the office windows using a mobile laptop station.

Centers/Stations (Kinder - 2nd)

- Students should work from “buckets or tubs” with tubs changing daily or weekly. Materials must be sanitized between students.
- Students should not rotate centers with the use of a management board.
- Sanitizing spray will be provided to properly clean materials.

Prek (District Guidance)

- Provide increased personal hygiene education: handwashing techniques, maintaining personal space, etc.
- Staff will remove area rugs. Shared educational items will be limited and cleaned as frequently as possible to limit germ exposure.
- Floor markers will be created for social distancing during circle time and group activities.
- All students will be encouraged to wash hands frequently (wear a face shield if applicable).
- Visitors will be admitted on a limited basis.
- All visitors must wear face coverings when in district buildings.

Suspected STUDENT Covid-19 Procedures

- If a faculty or staff suspects a student is displaying symptoms of Covid-19, he/she will contact Natalie Ducote, Charlie Gandy, or Anne Hester immediately.
- **Other faculty and staff members or central office should not be contacted. Administration will contact the parent. Not adhering to these guidelines is a violation of HIPPA.**
- Mrs. Ducote, Mrs. Gandy, or Mrs. Hester will contact Linda Page for further instructions.
- DO NOT BRING THE STUDENT TO THE OFFICE, STAY WHERE YOU ARE AND CONTACT DUCOTE, GANDY, OR HESTER. WE WILL COME TO YOU.

- Decisions on sending teachers home, students home, closing classrooms, and/or the school will come directly from Mrs. Page and Mr. Eloi using the guidance of the Department of Health and Hospitals.

Suspected Faculty or Staff Covid-19 procedures

- See district strong start plan

Leave Policy for Covid-19 related absences

- See district strong start plan

School Based Health Center

- SBHC can be utilized when the child's parent or guardian has signed a permission form.
- SBHC staff members **will not** give you student medical information, this a violation of HIPPA.