

MARTHAVILLE ELEMENTARY AND JUNIOR HIGH SCHOOL

SCHOOL LEVEL STRONG START PLAN

The primary goal for this school year is to ensure the safety of all students, faculty, and staff at Marthaville School. The following plan outlines protective measures that will be taken throughout the 2020-2021 school year.

Points of Contact

Micah Nicholson – mnicholson@nat.k12.la.us

Karen Jordan – Karen.Jordan@nat.k12.la.us

Chase Stepp – Chase.Stepp@nat.k12.la.us

Guidelines for grouping

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

Face Coverings

- Face coverings must be worn at all times by all adults and students in grades 3-8 on campus. Individuals are responsible for providing their own face covering.
- Students will not be required to wear face coverings in grades K-2 unless requested by the parent. Teachers will honor the request of the parent to the fullest extent possible.
- Teacher of K-2nd grade students cannot require students to cover their face.

Temperature Checks

- A thermal camera will be mounted at the front door entrance for both elementary and junior high.
- All students and adults will have temperature checks.

- Students with a temperature of 100.4 or higher will be held in the “sick room” Computer Lab adjacent to the main office or the Nurse’s station (on days when the Nurse is on campus).
- Employee temperature checks will be taken at clock in and recorded on sign-in sheet.

Sick Room

- The computer lab next to the main 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 by any students or employees if occupied by a symptomatic student.

Arrival

- PreK – 4th grade students will enter the main entrance to the Elementary building. 5th – 8th grade students will enter the main entrance to the Junior High building.
- Students will hand sanitize when entering the building, passing through a thermal scanner.
- Any student with a temperature of 100.4 or higher will be checked again manually and, if confirmed, escorted to the sick room.
- Doors will be propped open to limit contact exposure.
- Students will walk to their classroom.
- If the student is eating breakfast, they will leave their backpack at their desk and proceed to the cafeteria. They will retrieve their breakfast and return to the classroom. (Keeping social distance of 6 feet at all times)

Dismissal

- Bus riders will dismiss by classroom to their bus.
- Elementary car line students will dismiss from their classrooms.
- Junior High students will dismiss from the hallway of the elementary building.

Hand Sanitizing/ Hand Washing

- 10 stations are placed in high frequency areas throughout the school and in each classroom.

- Students will sanitize before exiting a classroom.
- Students will sanitize prior to entering the cafeteria for breakfast and lunch.
- Students will wash with soap and water prior to leaving the restroom.

Classroom Cleaning

- Classroom surfaces will be disinfected twice daily by PreK – 4th grade teachers.
- Classroom surfaces will be disinfected during transition period between classes by junior high teachers.
- Teachers will submit a daily checklist for disinfecting procedures weekly to Mr. Nicholson

Water Stations

- Water fountains will be disconnected and water bottle filling stations (5) 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 throughout the day.
- Custodians will complete a daily checklist for disinfecting procedures, which will be submitted weekly to Mr. Nicholson.

Lunch

- Students will sanitize hands prior to entering cafeteria.
- Classes will rotate through the cafeteria one at a time, socially distancing in line, receive their lunch, and carry it back to the classroom to eat their meal.
- Teachers/Cafeteria servers will fill a bag with student's choice of milk, silverware, and condiments and carry to the classroom for the students.
- Large trash cans will be placed at the end of each hallway for tray disposal.
- Each classroom teacher will follow a strict schedule to enter the cafeteria in order to ensure social distancing during meal times.

Restroom Procedures

- Teachers will adhere to a strict restroom schedule.
- Limit single student trips to the 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.
- Students will have designated play spaces separated from other static groups.

PE

- Students will be allowed to attend PE each day.
- No equipment will be shared.
- Only non-contact games will be played.
- Students will be required to social distance.

Office

- Parents will not be allowed to enter the school building after the week of August 31st.
- If a student is tardy, parents will walk them to the door and sign them in on a clipboard that will be placed outside the entrance to the junior high building (main office).
- If parents need to drop off belongings that were forgotten at home, they will place them on a cart outside the front doors. Items must be labeled with student's name and teacher.

Suspected STUDENT Covid-19 Procedures

- If a faculty member or staff suspects a student is displaying symptoms of Covid-19 they will immediately contact Micah Nicholson, Karen Jordan, or Chase Stepp.
- **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.**

- Mr. Nicholson or Mrs. Jordan will contact Linda Page for further instructions.
- DO NOT BRING THE STUDENT TO THE OFFICE, STAY WHERE YOU ARE AND CONTACT MR. NICHOLSON OR MRS. JORDAN.
- Decisions on sending teachers home, students home, closing classrooms, and/or the school will come directly from Mrs. Page and Mr. Eloi using guidance from 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