



NSU Elementary Lab School

School Level Strong Start Plan

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

Point of Contact

Caron Coleman- ccoleman@nat.k12.la.us

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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 K – 2nd.

Face Coverings

- Face Covering must be worn at all times by all adults and students in grades 3-5 on campus. Adults 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.
- Teachers of K to 2nd grade students can not require students to cover their face.

Temperature Checks

- A thermal camera will be mounted at the front door entrance.
- All students and adults will have temperature checks.
- Students with a temperature of 100.4 or higher will be held in the “sick room” Office Conference Room or Room 212 (on days the Nurse is on campus).
- Employees temperature checks will be taken at clock in and recorded on sign-in sheet.

Sick Room

- The office conference room/212 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 if occupied by a symptomatic student.

Arrival (carline)

- 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.
- Students will walk to their classroom.

Arrival (bus)

- Students will exit their bus and enter building.
- 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.
- Students will walk to their classroom.

Dismissal (bus and car)

- K and 1st grade students will remain in classroom and dismiss from middle double doors.
- 2nd and 3rd grade students will remain as static groups and sit socially distanced in the front foyer and stairwells
- 4th and 5th grade students will sit on the carline benches socially distanced

Partitions

- Partitions measuring 8 feet tall and 8 feet wide will be used during dismissal to separate static classroom groups.

Hand Sanitizing / Hand Washing

- 25 Stations are placed in high frequency areas as well as inside each classroom.
- Students will sanitize before exiting a classroom.
- Classroom sinks will be utilized in Kindergarten classrooms as a sanitizing station.
- Students will sanitize prior to entering the cafeteria/getting grab and go lunch.
- Students will wash with soap and water prior to leaving the restroom.
- Hand sanitizer stations will be mounted in each classroom as well as each restroom area

Classroom Cleaning

- Classroom surfaces will be disinfected twice daily by the classroom teacher.
- Teachers will use a microfiber towel and a spray bottle approved disinfectant (Virex).
- Teachers will complete a daily checklist for disinfecting procedures, which will be submitted weekly to Mrs. Coleman.
- Disinfectant solution (Virex), spray bottle and microfiber towels will be provided to the teacher by the school (Red River Sanitors/NSU).

Water Stations

- Water fountains will be disconnected and water bottle filling stations (4) will be installed.
- Students are encouraged to bring a water bottle to leave a school.

Hallway/Restroom Cleaning

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

Lunch

- Students will sanitize prior to making their milk selection.
- Lunch will be served in a traditional manner for Kindergarten, 3rd, 4th, and 5th grade. 1st and 2nd grades will be served To Go bags and will exit the serving line and return to the classroom to eat their meal.
- Teachers/Lunchroom Servers 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.
- Students will have designated play spaces separated from other static groups. (see map)

Electives

- Students, within their static group, will attend one of the two 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.
- **Art**
 - Mrs. Rachal 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.
- **PE**
 - A static group will be allowed in the gym at one time.
 - Only non-contact games will be played.
 - Foggers with non-toxic disinfectant chemicals will be used to properly clean the gyms.

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 the clipboard that will be placed on a cart outside of the front doors.
- If parents need to drop off belongings left at home, they will place them on a cart outside the front doors. All items must be labeled.

Centers/Stations (Kindergarten - 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.

Professional Development

- See the Natchitoches Strong Start Plan for more guidance on Covid-19 PD.
- This PD will occur the week of August 24th, sign in sheets will be provided.

Suspected STUDENT Covid-19 Procedures

- If a faculty or staff suspects a student is displaying symptoms of Covid-19 contact Caron Coleman, Kellie Cedars, or Becky Phillips, RN.
- **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. Coleman, Mrs. Cedars or Nurse Becky will contact Linda Page for further instructions.
- DO NOT BRING THE STUDENT TO THE OFFICE, STAY WHERE YOU ARE AND CONTACT MRS. COLEMAN, MRS. CEDARS, OR NURSE PHILLIPS. 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