Welcome Back!
In-Person Learning, 2020 - 2021

Back to school looks a little different this year! As students return to school at Edison, classrooms will be a bit different.

In order to keep students and staff as safe and healthy as possible, we have some important expectations for students, families, and staff to follow.

Be Prepared to shift from Remote to In-Person or Back-and-Forth depending on current health conditions throughout Denver, at Edison or within specific classrooms.
Health Precautions
Health Screenings – For Staff and Students – AT HOME

1) Complete your health screening at home before you leave for school. Parents will receive health screening instructions via letter from the school.

2) If you aren’t well enough to come to school please stay home.
Health Screenings – Students & Staff MUST stay home if:

1) If they have a fever.
2) If they have any of the following new symptoms:
   - Cough
   - Shortness of breath/difficulty breathing
   - Chills
   - Muscle Aches
   - Sore Throat
   - New loss of taste or smell
   - Fatigue
   - Congestion or Runny nose
   - Diarrhea
Personal Protection

Students

Wear a mask.

Maintain 6’ Distance

Wear a mask.

Wash hands hourly. Use sanitizer regularly.

Wear a mask.

Do Not Share Supplies

Wear a mask.

Your Best Defense is a strong offense ... be offensive about wearing a mask and maintaining appropriate distance.
Personal Protection

Staff

Wear a mask.

Maintain 6’ Distance

Wear a mask.

Wash hands hourly. Use sanitizer regularly.

Wear a mask.

Use Plexiglass barriers for small group/individual instruction

Wear a mask.

Your Best Defense is a strong offense ... be offensive about wearing a mask and maintaining appropriate distance.
COVID response

Your Best Defense is a strong offense ... be offensive about wearing a mask and maintaining appropriate distance.

➢ COVID Response Team: Benita Cervantes and Michelle Miller  Secondary: Sally Whitelock, Patty Nakata
  ○ School Communication Protocols: Schools will designate a COVID lead that will act as a point of contact between schools and the COVID Response team.

➢ Protocols for positive cases in a cohort:
  ○ Symptomatic students on school grounds go to the nurses office until they can return home safely. Students in the nurse's office wear masks and socially distance.
  ○ If a student or staff tests positive, the cohort will move to remote for 14 days. If a student or staff has been in close and/or prolonged contact with someone who has tested positive, the cohort will move to remote for a minimum of 14 days to allow for additional disinfecting and monitoring (to be extended based on additional data collected during monitoring period).

➢ Confidentiality:
  ○ Edison Staff will not communicate with any other staff member, community member or student regarding persons who test positive for COVID-19
Coming to School
Health and Safety Days

- Kindergarten – September 29
- First Grade – September 30
- Second Grade – October 12
- Third Grade – October 13
- Fourth Grade – October 14
- Fifth Grade – October 15

❖ Each grade level will come to school on a different day.
❖ Students will learn expectations for:
  ➢ Entering &Exiting the building
  ➢ Walking in halls & on stairs
  ➢ Bathrooms
  ➢ Hand washing and cleaning
  ➢ Mask wearing &social Distancing
  ➢ Lunch and Recess
  ➢ Supplies
Please send the following school supplies from home on the Health and Safety Days:

- Plastic pencil box, labeled with student name (for ALL students)
- School Supplies. See list at:
  - http://edison.dpsk12.org/supply-lists/
  - Click path: Edison website - Classrooms - Supply lists
- 1 water bottle, labeled with student name
First day of in-person learning

Students will begin coming to in-person school, every day, from 9-3 beginning on the following date:

- Kindergarten – September 29
- First Grade – September 30
- 2nd-5th Grade – October 21
Arrival & Dismissal

Health Screening at Home Every Morning

8:55 Arrival    3:00 Dismissal

No Playing on Playground Before or After school

Maintain Social Distance
Wear a Mask
Entering the Building

8:45-8:55 - Students may begin lining up with masks on, socially distanced

8:55 - Line up bell will ring and students will line up in 1 line at their assigned area, socially distanced.

8:55 - The teacher will state to students, “Students Ready.” Students state, “Ready” and quietly walk into the building in 1 line. Classes will walk on R side of hallway, up & down proper sides of stairs.

9:00, The tardy bell will ring and the playground doors will be locked for the day.

New this year:

- Line up at new locations
- No parents allowed in building past the office window.
- No lockers to be used at all.
- All student belongings will be kept in classrooms by their desks.
Arrival and Dismissal Locations

- Kindergarten
- 1st Grade
- 3rd Grade
- 2nd Grade
- ECE
- 4th Grade
- 5th Grade
Arriving Late or Leaving Early?

Students who arrive after classes have entered the building will be screened at the front door and must stand on the sidewalk to maintain distance while waiting.

For any students leaving early from school, the adult picking up will buzz the front office, wait outside and the student will exit the front door. Adults picking up must have identification available.
For the safety of the school community, **no visitors are allowed inside the school building**, including parents and families.

The only exception is in the case of a student emergency. At that time, a caretaker will be able to enter after passing a health screening and any emergency responders.
What students should expect during the School Day
Classroom Cohorts

Students:

- Each homeroom is your child’s cohort
- All students have one cohort during the school day
- If students attend Discovery Link, this is their 2nd cohort
- Students stay with their cohort all day - breakfast, lunch, recess, etc.

Teachers:

- ECE-3rd grade teachers will stay with their homeroom all day
- 4th and 5th grade teachers will teach one 4th grade cohort and one 5th grade cohort
  - Teachers will switch classrooms, cohort of students will stay in homeroom classroom

Special Education and intervention teachers:

- Will push in to work with students in the grade level classrooms.
- Only interact with students in the instructional group.
- Remain MORE than 6 feet away from everyone not in the instructional group in the classroom (teacher and students).
- Work with a maximum of 40 students.
Learning Space

Wear a Mask and Maintain Distance

Each student will have their own desk/work space.

Maintain 3’ - 6’ Distance.

Wash Hands Regularly

Keep a Personal Water Bottle at your Desk

Keep your Personal Supplies Personal & in your work area

Do Not Share Materials
Wear a Mask & Maintain Distance

Make sure you wear your mask all day long, unless you’re on a mask break outside.

Always maintain a distance of at least 3 feet from others no matter where you are.

Stay healthy and keep others healthy too!
Respectful Participation

Be respectful to others.

Use school-appropriate language.

Raise your hand to speak, and wait for others to finish speaking.

Sit up and make eye contact.

Distance ≠ Disengagement

Nod or give polite hand signals when others are speaking.

Speak clearly so everyone can hear and understand you.

Put forth your
Hand Washing & Sanitizer

Your teacher will have you wash your hands every two hours at the classroom sink.

Scrub your hands for at least 20 seconds with soap.

Use sanitizer when you can’t get to a sink.

How to Wash Your Hands:

1. Wet Hands
2. Apply Soap
3. Rub Hands
4. Rinse Hands
5. Dry Hands
6. Dry Fingers
7. Dry Nails

Scrub hands for at least 20 seconds, which is the equivalent of singing the “Happy Birthday” song twice. Here are some other songs with 20-second choruses to pass the time:
- Landslide (Fleetwood Mac)
- Jolene (Dolly Parton)
- Come On Eileen (Dexys Midnight Runners)

Wear a Mask and Maintain Distance
Transition Through Building

Always follow our “street” signs to make sure you’re going the right way in hallways and on the stairs.

Limit whole class transitions as much as possible!

- Singlefile Line - Always
- Right Side of Hall - Always
- Walk Outside Whenever Possible

Stairways:

- Up the North Stairwell (By 1st/3rd grade)
- Down the South Stairwell (By Kinder/2nd)

Restrooms:

- ECE-2 classes will go to restroom 2x/day in AM and PM as a class
- 3-5 students will go 1 at a time, sign in & out, 1 x in AM & in PM
- All students may go to restroom during emergencies
- Wash hands/hand sanitizer when enter classroom

Specials:

- Will be remote at the end of the day - on Seesaw
Food and Drink

Maintain Social Distance
Wash Hands Before & After Eating
Do Not Share

Keep Personal Snacks Personal

Have a water bottle every day - labeled with name
No water fountains will be used

Practice good hygiene while eating

Wash Hands Before & After Eating

Replace Mask After Eating
Breakfast, Lunch and Recess

**Breakfast**
- Students who want breakfast will pick it up in hallway on 1st or 2nd floor (grab & go)
- Students will be able to eat breakfast in the classroom, at desks, during morning meetings.

**Lunch:**
- Students (and adults) may not share food.
- All meals will be eaten in the classroom.
- Meals can be served either in the classroom or in the cafeteria. If served in cafeterias, students will get the food at a designated time with their cohort and take it back to the classroom.
- Students will need to wash hands before and after eating.

**Lunches -**
- Students may bring lunch from home or get lunch from school
- If you send a lunch from home, make sure students can INDEPENDENTLY open all food items.
- ECE-2 school lunches will be brought to classrooms
- 3-5 school lunches will be picked up by students in cafeteria
Recess Guidance & Schedule

Recess and Physical Activity is Vitally Important!

Cohort Unity

- Each Cohort will be assigned a section of the playground to play in on a rotating basis
- Each Cohort will have their own playground equipment
- Recess will be scheduled to minimize opportunity for cohorts to intermingle

Each class will have 20 minutes for recess. Each cohort will need to stay separated, on a different part of the playground. Students and staff will wear masks while outside on recess. Cohort groups will rotate locations on the playground (for example, day 1: station A, day 2 station B, day 3: station 3, day 4: station 4).

- ECE and Kindergarten: Station 1: Primary playground equipment, Station 2: Field section 1, Station 3: Field section 2, Station 4: Sidewalk games
- Grades 1-5: Station 1: Swings and equipment, Station 2: Blacktop, Station 3: Basketball court and baseball area, Station 4: Field
**Recess Guidance & Schedule**

Maintain Social Distance
Wear a Mask
Do Not Mix Cohorts

**Playground Areas: Maintain Class Unity!!!**

Student cohorts will rotate to different areas on a daily rotation.
Feeling sick?

IF students feel sick at school:

- The teacher will call the nurse and explain your symptoms.
- The nurse will come up to the classroom to check on the student (temperature, etc).
- The nurse will determine next steps.

If students have COVID symptoms, they will wait in gym (on mats) for their parent to pick them up.

Wear a Mask and Maintain Distance

Health Office
Edison Daily Schedule

Edison Schedule for In-Person with Remote Learning

Some students will be choosing to come back to live instruction while some will remain in remote classrooms. Both groups will stay in their current cohort with their current Edison Teacher.

Specials will be remote for all students, online or in-person.
Daily Class Meetings will occur with every homeroom class
- Reinforce Procedures & Expectations
- Build positive relationships
- Teach social-skills and problem solving skills
- Restorative discussions

In-Person Classroom & Academic Expectations
- During the 1st week of in-person learning, teachers & students will review/establish In-Person routines & expectations
- Students and teachers will continue with curriculum and learning
Fire Drills

Know our spot!

Anytime there is a fire drill, our class will line up here.
Addressing Violations to our Shared Expectations for Protective Safety Measures

Response to Students

Abiding by all health and safety guidance is mandatory for all students. In cases of violations of protective measures:

- Student will be redirected to following protective measures by nearest staff member
- When necessary, and when continued instances of violations occur, principal/designee and CO-VID coordinator will be contacted for consultation.
- Family will be contacted to support the student to improve their compliance with essential measures.
- If corrections are not made, the student will speak with the principal/AP about the difficulty and establish a plan.

Response to Staff/Adults

Abiding by all health and safety guidance is mandatory for all staff. In cases of violations of protective measures:

- Any staff noticing a violation will offer a redirect
- When necessary, the principal and CO-VID coordinator will be notified
- Immediate corrections must be made
- If corrections are not made, the person in violation may be asked to leave an environment
School Discipline

**Goals: 1) Safety for all. 2) Prosocial engagement of ALL students (growth mindset).**

- *We use restorative justice practices to address discipline*
- *Culturally responsive practices....*

- The expectation is that teachers set high, clear expectations at the beginning of the year regarding classroom and school-wide rules. Therefore, it is imperative that the staff agrees to abide by all school-wide expectations. If one person's expectations are lower than another's, we will not be able to be consistent and fair.

- There are times when a student may choose a course of action that requires a consequence that affords them the opportunity to evaluate the choice made, the results of that choice, and what might have been a better choice.

- **Minor infractions:** Teacher communicates with students and parents. Teacher sets up interventions/support in classroom. Teacher documents in IC.

- **Repeated behaviors:** Teacher sets up a SIT meeting. Continues interventions, communication, documentation in IC.

- **Defiant & Non-negotiables:** Teacher refers students to office (physical assaults, threats of harm, drugs, sexual behaviors/harassment, bullying). School leaders investigate, consequence, communicate, document in IC.

- **Suspensions** are for VERY extreme behaviors only – they do not accomplish our goals.
After School Programming Protocols

**Discovery Link:**
- Will have a maximum of 60 students before school and 60 students after school.
- Students will be in cohorts of 15 students.
- Will follow all school health & cleaning protocols.
- Will use the following spaces:
  - Cafeteria, Gym, Library, Room 104, Room 105

**Edison Extra Enrichment:**
- May begin 2nd semester.
- More information to come later.
Teacher movement within the school
**Transition Through Building**

**Staff Movement:** Staff is able to move between cohorts but must maintain 6 ft distance from students and wear masks at all times, unless required to be closer due to health or IEP requirements. Staff must track the times and locations of the classes they are in. (likely do a adult sign in and sign out in each room)

- Strict social distancing must occur between adults at ALL times while in the school building and in classrooms.
- Maximum of 5 adults in a classroom at any time, 6ft. apart when possible
  - There will be an ‘adult sign in’ form at the door way of every classroom to track adults in each classroom each day.
- Core instruction (classroom teachers) should interact with a maximum of 2 cohorts of students per day
  - 4th and 5th grade teachers will have 2 cohorts of students per day (4th grade & 5th grade). Teachers will move rooms and have a work space in each classroom.
  - 2nd and 3rd grade teachers will have 2 cohorts of students per day (homeroom and math). Students will move rooms. Teachers will keep the groups of students separated in the classroom by at least 6 feet.
- Administrators and Team Leads:
  - Will conduct observations and provide coaching to teachers.
  - Will ensure a 6 foot distance from all adults and students in every classroom.
  - When needing to support students, will meet in hallways and social distance.
- Teacher collaboration will occur either in the cafeteria or in the team lead classroom
  - Maximum of 5 adults, 6ft apart, masks on, tables wiped before and after
- Teachers will wipe the adult bathroom surfaces clean using disinfecting wipes after each use
Transition Through Building

- **Itinerant and Other Central Support Staff:** Staff can be at more than one school per day but are encouraged to limit the number of schools on any day. Remote work/meetings encouraged whenever possible. Staff must wear masks and keep 6 ft apart. Staff must wash hands or use hand sanitizer when they enter each building and each time they move in and out of classrooms.

- **Visitors:** Visitors, including parents, are not allowed past the front office and must be screened with temp and health prior to entering the building.

- **Accommodations for vulnerable staff:** DPS will provide accommodations in alignment with the Americans with Disabilities Act (ADA) and/or under the Governor’s current order regarding “Vulnerable Individuals.” Please see Human Resources section for details.

- **Adult Gatherings & Meetings:** Planning meetings, team meetings, professional development etc. must be conducted virtually to minimize the potential for COVID-19 to spread across school staff.

While Transitioning:

- Follow signage
- Stay single file
- Wear masks
- Maintain 3-6 ft. distance
ECE Information
ECE students will enter the building on the stairs by the library.

- Ms. Kathy’s class - East side of stairs (in front of ramp wall)
- Ms. Brown’s class - West side of stairs (toward school)
- Students will line up in one line, 6 feet socially distanced, with masks on at 8:55 AM.

Parents must wear masks while on campus and may NOT enter the building unless for an emergency.

Parents will sign-In students on the sign-in/out form in the student folder with pen located in folder.

Dismissal is at 3:00 at Kinder/ECE playground or field. Classes will remain separated during dismissal. Parents maintain 6’ distance while waiting to sign out students.

Students and siblings may not play on playground equipment before or after school.
Students who wish to have breakfast at school:

- Parents will need to sign up the student with the teacher.
- Students will arrive at school at 8:40.
- Paraprofessionals will have parents sign students in (with individual folder & pen) and conduct a health screening prior to students entering the building.
- Students will wash their hands before and after breakfast.
- Breakfast will be brought to the classroom by the kitchen.
- Staff will clean and sanitize tables after breakfast.
Student lunch and recess:

- Students will go to recess at 11:15. During recess, students will play on either the field or the playground, only with their classmates.
- After recess, students will wash their hands and then have lunch in their classrooms at 11:40.
- Students may bring a lunch from home or get a lunch from the cafeteria.
- Students may not share food.
- Students will wash their hands before and after eating lunch.
- Staff will clean and sanitize tables after lunch.
Students will have three scheduled bathroom breaks at 11:00, 12:00 and 1:00.

The teacher and paraprofessionals will supervise students during bathroom breaks and ensure that all students wash their hands.

If students need to use the restrooms at other times during the day, the paraprofessional will accompany them and then make sure they wash their hands.
ECE students – Nap Time

- Students will have their own assigned mat for nap time.
- Mats will be placed 3’ - 6’ apart.
- Mats will be placed so that students are resting/napping head to toe.
- Students will not wear masks during nap time. Masks will be placed on the student’s mat while napping. Students will put masks back on prior to leaving their mat.
- Sleeping supplies will be kept isolated in plastic bags.
- Students will take home their nap supplies every Friday to be washed by parents and returned in a bag, labeled with the student’s name on Monday morning.
Students will be taught to consistently wear their masks.

Students will wash hands upon arrival, before and after meals, after outdoor play, after nap, after bathroom breaks, and before going home.

Students will be encouraged to have safe distancing & participate in learning with small groupings.

**Learning Centers:**
- Limited groupings of students in each center (3-4 students max)
- Students will be encouraged to socially distance in centers.
- Centers will be physically distanced from each other.
- Students will have personal art & writing supplies.

**Cleaning & Sanitization:**
- Daily sanitization of all surfaces
- Teachers will sanitize centers before new group uses items
- Teachers will sanitize learning materials between uses
- Items not sanitized will be placed in a ‘dirty’ location, to be cleaned.
- Clean items will be returned to centers for student use.
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<th>Time</th>
<th>Activity</th>
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<td>Class Meeting</td>
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<td>9:20-9:30</td>
<td>Interest Areas</td>
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<tr>
<td>10:30-10:45</td>
<td>Bathroom and wash hands</td>
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<tr>
<td>10:45-11:15</td>
<td>Reading Groups and Stations</td>
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<td>11:15-11:40</td>
<td>Recess</td>
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<td>11:40-12:00</td>
<td>Wash hands and Lunch</td>
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<td>12:00-12:10</td>
<td>Bathroom and wash hands</td>
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<td>12:30-1:00</td>
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<td>Math Groups and Interest areas</td>
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<tr>
<td>2:30-3:00</td>
<td>Recess, Clean up, &amp; Dismissal</td>
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ECE students – School Supplies

Please send the following school supplies from home on Sept. 14:

- The following supplies will NOT be shared, will be placed student supply boxes:
  - Box of Crayola thin markers (8 count)
  - Box of Crayola thick markers (8 count)
  - Box of colored pencils (12 count)
  - Box of Crayola crayons (24 pack)
  - 1 Elmer’s glue bottle
  - Ticonderoga sharpened pencils (12 count)
  - Fiskar’s child scissors

- For the classroom:
  - 1 set of expo markers (for class)
  - Paper towel, Kleenex, Surface wipes, Meyers/Seventh Generation hand soap

- 1 set of extra clothes & mask, in a bag labeled with student name
- 1 water bottle, labeled with student name