



Lena Juniper Elementary School

Welcome to the 2020 – 2021 School Year

Dear Juniper Families,

As we approach the start of the 20-21 school year, we know there are many questions and concerns. We hope that this document will help to answer some of your questions and make certain that we consider as many scenarios as possible to ensure the safest approach to our new and returning students. Please reach out with any additional questions, comments, or suggestions. Contact information can be found at the end of this document.

The Washoe County School District Board has reaffirmed the July 7th action for Elementary School Education which includes: Students at District elementary schools will attend Monday through Friday in person. All students and staff will be required to wear face coverings. Physical distancing will be maintained. Families will have the option to keep their students at home and utilize distance learning through their zoned school. A survey was sent via ConnectEd (phone) on Wednesday, July 15th, 2020. If you have any questions about this survey, how you responded, or if you missed this call, please call the office to review your options and let us know the option you are selecting for the children in your household.

- **In Person Every Day**
- **Full Time Distance Learning:** Students would attend be assigned to a Distance Learning Teacher, through Juniper Elementary School. The Distance Learning Curriculum will follow the same grade level planning as the students attending In Person learning, which is set and followed by all WCSD teachers.
- **North Star:** Students would be withdrawn from Juniper Elementary School and enroll through North Star, WCSD's online education platform. **Deadline for registration has passed. North Star is not accepting anymore enrollments.**

School Orientation

Once class lists are set, teachers will send out a virtual meeting invite to families. During this time staff will provide a "Back to School" presentation. This will allow parents to "meet" their child's teacher and ask any questions. Parents will not be permitted on school grounds at this time, with the exception of scheduled meetings, such as IEPs and Kindergarten Screenings.

The remainder of this document will detail procedures for when students are

physically attending school **In-Person**. Our first official day of the 20-21 school year is now August 17, 2020.

Masks, Social Distancing, Self-Screening

- To ensure our school is as safe as possible for students and staff, **EVERYONE** who is on site is expected to wear a mask, maintain social distancing, and maintain good hygiene, washing hands on a regular basis.
- Daily, staff and students will need to perform the [self-screener](#) (see attached) at home to determine if they should attend school. This must be done each day to help protect all students and staff.
- Staff members will be monitoring students and reminding them to wear their masks and to maintain social distancing.
 - **Students/staff are only allowed to remove their face masks while eating or drinking.**
- During the first week of school our staff will review COVID precautions and protocols with students.
 - Plans will be provided to parents when completed and approved.

Meals Provided:

- All meals (Breakfast, Lunch and Dinner Options will remain the same).
- Cafeteria Maximum Capacity: 50 People
- **Students/staff are only allowed to remove their face masks while eating or drinking.**
- Hand sanitizer will be available to each student in the classroom and as they enter and exit the lunchroom.
- **Breakfast:** Students eating breakfast will arrive on campus, wait outside the front doors of the school (using Social Distancing Protocol) at their scheduled times, and be served breakfast in the cafeteria (if they so choose).
***Scheduled times to be determined.
- **Lunch**
 - Students in Kindergarten and 1st Grade will be eating in the cafeteria on staggered schedules.
 - Students in Grades 2-5 will be eating lunch in their classrooms, also on a staggered schedule.
- **Dinner (3:00)**
 - For those who have taken advantage of the free dinner program,

served at 3:00, this will continue this year.

- o Dinner will be "Grab and Go". Students will not be able to eat in the cafeteria due to limited capacity and After School Programs.
 - Students participating in this program will wait in line, 3 feet apart, outside the designated cafeteria door.

After School Program:

- **City of Sparks After School Program** is yet to be confirmed. The last I heard the program at Juniper has been canceled. If you have questions around availability of this program please call 775-353-2376. As your principal I APPROVED this program at Juniper; however, the program is experiencing staffing issues and may not be able to provide services. For questions, please call the number provided.
- **Boys and Girls Club** has confirmed that they will NOT be providing Bus Services to Juniper. If you have any questions please call the Boys and Girls Club directly at 331-5437.

Daily Schedule:

- We will continue a 9-3 School Day Schedule. Staggered drop-off and pick-up schedules will be provided soon.
- We will continue with an Early Release (2:15 dismissal) each Wednesday.

Student Items

- o Students may bring backpacks with them to their classes.
- o **STUDENTS ARE STRONGLY ENCOURAGED TO BRING A WATER BOTTLE AS DRINKING FOUNTAINS WILL NOT BE UTILIZED**
- o Students are welcome to bring additional Hand Sanitizer, although the school will provide Hand Sanitizer throughout the school.

Transportation

WCSD Transportation will continue to be provided to students that live in areas where transportation had previously been provided; however, you must "sign up" to ride the bus so that the transportation department plans for the safety of your child. If you have not done so, through a Connect Ed that was sent out a couple of weeks ago, please call the transportation department at 775-337-7769. All students riding buses are required to wear a mask, sit in assigned seats, and maintain social distancing. The routes with times and locations for stops will be published on WCSD website in the days just before school starting.

Student Drop Off and Pick Up

- Staggered drop-off and pick-up schedules will be provided soon.
- Teachers, administrators, and staff will be on duty before and after school to provide direction.
- Exterior Gates will be designated to grade levels and clearly marked. Different gates will be utilized to minimize numbers in any particular area.
 - For example: 1st Grade Gate: Opens at 8:55.
 - Parents will drop students off at the gates, following social distancing protocol.
 - Pick-Up Gates will be the same.
- STUDENTS WILL GO DIRECTLY TO THEIR CLASSROOMS EACH MORNING THAT THEY ARE ON CAMPUS.
- Please do not bring students or have students arrive earlier than their designated times as there will be no "duty" teacher outside the gates.
- *Students that are walking will head directly home.
- During Drop-Off/ Dismissal staff will monitor that students continue to wear their masks and maintain social distancing.

Family/Community Access to Building

Parents and families are encouraged to call the school at 775-353-5540 prior to entering the school office lobby. Most requests and situations can be successfully addressed over the phone. We will significantly limit the number of non-staff or student entrance into the building. All visitors must wear a mask and will be limited to the front foyer or main door entrance. This is to limit the potential exposure in the building and keep our students and staff as safe as possible.

Inside School Logistics

- **One-Way Traffic Routes** - when students enter the campus, they will need to maintain social distancing (they will not be able to congregate in any area) and proceed directly to their class. There are social distancing and directional arrows showing students how to travel in all areas. Staff will be on duty during all passing times to help students with maintaining the one-way traffic flow throughout the building. Doors will be propped open into rooms and learning spaces, limiting the need for students to touch knobs or hold doors open. Students need to follow traffic patterns, use doors marked for entry and exit, and follow directions of staff.

- **Restrooms:** Restroom use will happen during class time. Each teacher/classroom will have an assigned restroom area. Sinks will be limited to every other sink so that social distancing can be maintained. Teachers will have passes for students to fill out if they need to leave the room for any reason. Only 1 student will be permitted to leave the room at any time.
- **Clinic/Medical:** We will maintain 2 separate clinic areas; one for students and staff presenting with contagious/virus symptoms and one for non-Covid or virus reasons (personal hygiene, medication, first aid). A staff member will monitor the entrance to the clinic to direct students and staff to the correct location depending on their need to visit the clinic. Should any student or staff member be officially diagnosed with Covid-19, Juniper ES will work closely with and follow all direction of WUSD Health Services and Washoe County Health Department. **IF YOUR CHILD IS SICK PLEASE DO NOT SEND THEM TO SCHOOL.**
- **Hand Washing:** Every classroom or learning space with a sink will have a hand washing station (soap and paper towels) set-up. Handwashing will be encouraged throughout the day.

Recess

- Outside activities will be limited a certain number of students in each area (50 in the gym, 22 in the library, 50 on the basketball courts etc.).
- Students are not allowed to use playground equipment or structures.

Classroom Logistics

- **Seating:** Each classroom is equipped with 17-22 desks and chairs. Each student will be assigned a seat. The maximum capacity in each classroom is set at 50%.
- **Supplies:** Each student maintains their own supplies they will use in class. Additional supplies will be provided as needed to individuals, but there will be no shared supplies that are not sanitized between use. When activities are assigned, students will receive individual packets of materials and supplies.
- **Dismissal:** At the end of each class day (or small class session) every desk and chair will be sanitized (by the teacher, not by students). The sanitizing agent needs 5 minutes to dry, this will accommodate the time needed for the process to finish.

SUGGESTIONS:

- Have your child/ children practicing wearing masks for the majority of the day, only taking off masks to eat and drink.
- Update your phone numbers and emails on Infinite Campus to ensure we can easily contact you during the school day.
- Prepare your child for dropping them off at the gate, as this will be different from other school years.
- Breathe! 😊

Thank you for taking the time to read through this document, we are confident of a successful implementation with all of us working together. We will update as more information becomes available. If you have any questions, comments, or suggestions, please reach out to an administrator directly.

Looking forward to seeing many of our Juniper Stallions and families soon!
Remember, if you need to reach the office, our number is 775-353-5540.

Sincerely,

Kim Polson

Principal, Lena Juniper ES