



# Sunset Elementary COVID-19-School Plan 2020-2021

Please reference the following for more information:

WCSD School Reopening Plan:

<https://www.washk12.org/district/district-blog/415-2020-21-reopening-of-schools-plan>

The COVID-19 School Manual:

[https://coronavirus-download.utah.gov/School/COVID-19\\_School\\_Manual\\_FINAL.pdf](https://coronavirus-download.utah.gov/School/COVID-19_School_Manual_FINAL.pdf)

## School Contact Information

Sunset Elementary:

Principal:

Title One Site Coordinator:

Learning Coach:

Counselor:

Nurse:

Secretaries:

435-673-5669

Julie Smith

Dustin Nelson

Heather Campbell

Jana Timmons

Lisa Gaudin-Simon

Susie Ellison

Halli Cox

Whitney Terry

[julie.smith@washk12.org](mailto:julie.smith@washk12.org)

[dustin.nelson@washk12.org](mailto:dustin.nelson@washk12.org)

[heather.campbell@washk12.org](mailto:heather.campbell@washk12.org)

[jana.timmons@washk12.org](mailto:jana.timmons@washk12.org)

[lisa.simon@washk12.org](mailto:lisa.simon@washk12.org)

[susan.ellison@washk12.org](mailto:susan.ellison@washk12.org)

[halli.cox@washk12.org](mailto:halli.cox@washk12.org)

[whitney.terry@washk12.org](mailto:whitney.terry@washk12.org)

# What Families Can Do



## Students should:

- Tell their parents or teacher if they feel sick or have symptoms of COVID-19.
- Stay home from school and other activities if they feel sick or have symptoms of COVID-19.
- Stay home from school and other activities (called [isolation](#)) if they test positive for COVID-19.
- Follow the [quarantine](#) guidance if they are exposed to someone with COVID-19.
- Wear a cloth face covering or mask at school.
- Practice physical distancing as much as possible.
- Wash their hands with soap and water often.



## Parents should:

- Check their child for symptoms of COVID-19 every day before school.
- Take their child's temperature every day before school. If their child has a temperature of 100.4° F (38° C) or higher, the child has a fever. If parents do not have a thermometer, they should check their child's skin to see if it feels warm or is red, or ask if he or she have chills or are sweaty.
- Keep their child home from school if he or she feels sick or has symptoms of COVID-19.
- Follow the quarantine [guidance](#) if their child or anyone who lives in their home is exposed to someone with COVID-19.
- Before the school year starts, tell the school if their child has a health condition that puts him or her at a [higher risk](#) for severe illness from COVID-19. The health department will call parents of students who are at higher risk for severe illness from COVID-19 if they are exposed at the school.
- Review and update their child's plans (Individual Healthcare Plan, Individualized Education Plan, 504 plan) with the school.
- Help their child clean his or her cloth face covering or mask.

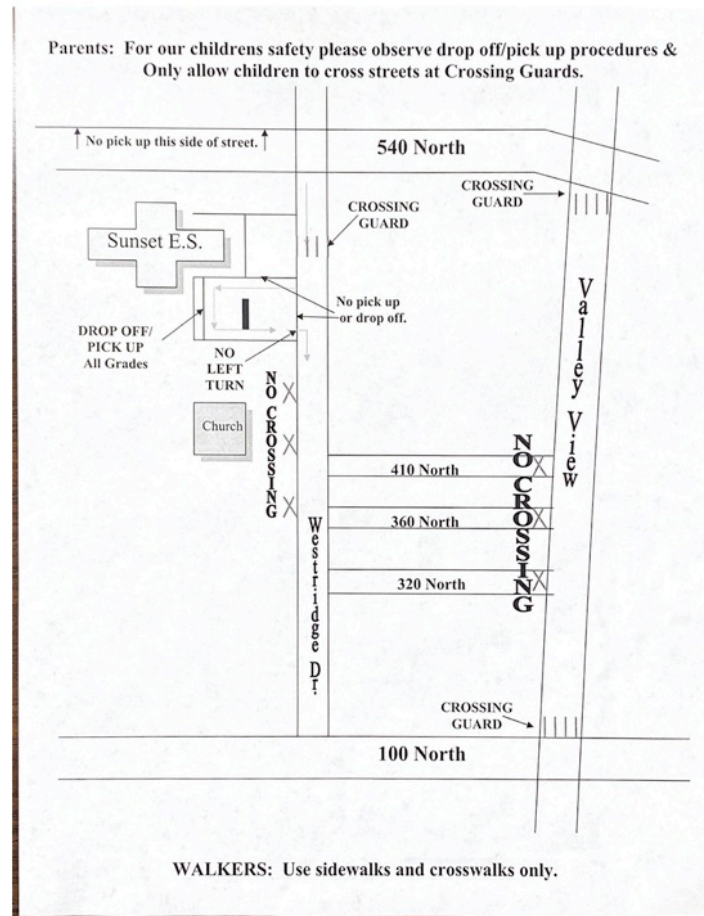
# Drop Off and Pick Up

We will continue the use of our valet system where parents line up in their cars and pull into the parking lot to drop off and pick up their students. Students will be dropped off and picked up near the sidewalk by the bike racks and Kindergarten gate. Please ensure that your child remains in the vehicle until you get to this location. Our faculty and staff will be at the valet area to assist students in getting in and out of their vehicles. Parents are also welcome to drop their students off to eat breakfast. We ask that parents remain in their vehicle while their children exit.

Students are encouraged to come to school at 8:15, which will give students time to get to class on time but will help limit the number of students on the playground. Students who eat breakfast at school are encouraged to come no earlier than 8:00. In the morning, students should exit their vehicle wearing a face covering and walk to their outside classroom door. Students who walk or ride their bike should put their face covering on before coming onto the school grounds. Teachers that have playground duty will encourage students to social

distance upon arrival. Students should enter their classroom through their outside door when the bell rings. Students who are late will need to check in at the office.

After school, students will exit from their outside classroom door and should keep their face covering on until they leave school grounds. They should walk to the grass near the valet pickup and social distance while waiting for their ride. We will have markings on the ground to help with this. Parents that meet their children to walk home should arrange a location to meet their child each day. Visitors must wear face coverings and practice social distancing. Please do not linger on school grounds after school.



## Face Coverings

Face coverings are required for all staff and students (exceptions for qualifying health conditions to be determined on individual basis). Face masks and/or face shields that cover the nose and mouth are allowed. Face coverings will not be required while eating lunch and at recess as per the Governor's Public Health Order.

Any visitors to the school also need to wear a face covering. Students need to put their face covering on before exiting their vehicle and keep it on after school until they leave school

grounds. We encourage students to keep an extra face covering in their backpacks in case they need to change it during the day. We also encourage masks to be washed at home.

## Breakfast and Lunch Procedures

**Breakfast:** Students who eat breakfast at school should enter the lunchroom from the outside doors. Students need to wear their face covering when they enter and will sanitize their hands when walking into the lunchroom. Students will get their breakfast and sit at their grade level assigned table. Students should put their face covering on before getting up from the table and will then sanitize their hands and leave the lunchroom through the outside doors. They will walk to their outside classroom doors to go to class.

**Lunch:** We have adjusted our school schedule to ensure that the number of students in the cafeteria is limited, and only one grade level will be in the cafeteria most of the time. Students will sit in assigned seats, spread out as much as possible, and will all face the same direction. Students will wear their face coverings while in the lunch line and will wash or sanitize their hands before and after lunch. We have scheduled extra time to clean and sanitize the table between classes. Sanitizing stations will be located at both entrances to the lunchroom.

## Visitors and Volunteers

Sunset Elementary wants to encourage parents to visit the school ONLY for matters that couldn't be done via technology. All birthday treats must be "store bought" and individually wrapped, and should be sent to school with the student. All visitors will be required to have a temperature check, complete a symptom checklist, and wear a face mask upon entry into the school building.

There will be an entrance door and an exit door coming into and out of the building by the office to help ensure that people are social distancing. Please follow the signs and stand on the marks while waiting.

Sunset Elementary has such supportive parents and volunteers and we appreciate them so much, however we need to limit the number of people that come into our building at this time so we will not be able to have any volunteers until further notice. We will let you know when this changes and we are able to welcome volunteers at our school again. At that time volunteers will need to watch the training video and fill out the volunteer form.

## Assemblies and School Sponsored Activities

Large group gatherings are not to be held for a while, so we will not be holding whole school assemblies or victory laps. We want to recognize students for the great things they are doing and will still award them virtually until we are able to hold these things again. We will be awarding a "Super Scholar" and "Super Citizen" from each class, each month. Choir and Lego League will also be on hold until we are able to resume school sponsored activities.

# Cleaning and Sanitizing

Sanitizing stations will be located at the school entrance and both lunchroom entrances. Teachers will teach handwashing protocol to students and signs will be posted in the restroom reminding students to wash their hands. Teachers will spray students' hands with sanitizer each time they enter and exit their classrooms and during transitions. Students will also be able to wash their hands and/or sanitize as needed. All desks, chairs, tables, technology, and supplies will be cleaned daily. Restrooms and touch points will be cleaned frequently throughout the day. Our custodians have been trained in cleaning procedures and will follow the guidelines.

## Restrooms

Students will use the restroom assigned to their grade level. No more than 3 students will be allowed in a restroom at a time. Social distancing markers will be placed for students to stand while waiting for the restroom. Restrooms will be cleaned and sanitized throughout the day. Students will need to wash their hands after using the restroom and signage will be posted reminding them to do so.

## Classrooms

Desks and tables will be spread apart as much as possible and students will not be facing each other. Desks, tables, and chairs will be cleaned each day. Students will have their own school supplies in their desk, and sharing of supplies will be reduced when possible. Shared supplies will be sanitized between use. Hallway doors will be propped to limit touch points. Students will be assigned seats. All materials will be sanitized frequently. Students will sanitize their hands when they enter and exit the classroom. Students will wear face coverings. High touch surfaces will be cleaned frequently by custodians.

## Water Bottles

We need to limit the use of our drinking fountains and encourage each child to bring a water bottle from home. We suggest that you wash the bottle each day and have your child fill their bottle each morning before coming to school. Water bottles can be refilled in the classrooms or in the drinking fountains.

## Recess

Recess will be staggered to limit the number of students on the playground. Students who follow social distancing requirements of 6 feet can remove their face covering during recess. Teachers will monitor students to ensure social distancing. Students will wash/sanitize hands before and after recess. Recess equipment will be cleaned/sanitized frequently.

## Transitions

Sunset Elementary teachers and students will limit the use of hallways and will use outside doors whenever possible. When students walk in the hallway, they will walk in a line with distance between them. Students will walk on the right side of the hallway. Signage will be posted in the hallways to encourage students to social distance and follow hallway procedures. Hand sanitizer will be provided to students before and after transitions.

## Specials

Students will participate in art, music, computers, and library. Students will sit in assigned seats, and materials, desks, chairs, tables, and technology will be cleaned and sanitized between classes. Library materials will be cleaned after use. Students will sanitize hands before and after attending special classes. Take home books will be sent home on Monday in larger quantities and will be returned by students on Friday. Materials will be sanitized when returned.

## Social Emotional

We recognize that many students will need social emotional support upon returning to school. Sunset Elementary has a Wellness Room where students can take a break when needed and then return to class. Students who come to the Wellness room will sanitize when arriving and leaving and will wear a face covering and spread out while in the Wellness Room. The materials will be sanitized between students.

Mrs. Timmons, our school counselor, will be available for students as well. She will meet with students individually or in groups weekly (parent permission required). Mrs. Timmons will also continue to provide in class lessons focusing on managing stress and worries to our students. Move This World lessons will also provide in class support.

## Symptoms

Children who are sick at all should not come to school. Parents should check children for symptoms of COVID-19 every day before school. Parents should contact their healthcare provider with questions. Before sending your child to school each day, please check for the following symptoms:

- Fever or temperature of 100.4 F or higher
- Sore Throat
- Cough
- Shortness of breath
- Muscle aches or pains
- Decrease in sense of smell or taste

If a student has symptoms at school, he/she will be sent to the office and will wait in our medical room while parents are notified to pick up their child.