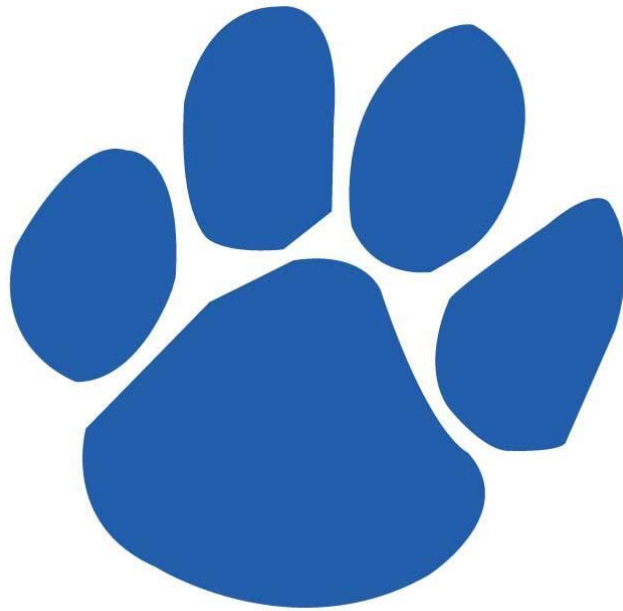


**Grandview Elementary**  
**2020-2021**  
**Back to School Plan**



*Home of the Cougars*

# OUR GOAL

Welcome to Grandview Elementary for the 2020-21 School year.

We are excited to start the year and like many of you are anxious and nervous as well.

The academic, physical, and social-emotional development of our students is very important to us. Grandview Elementary is part of the Rapid City School District and we have worked to align our back to school plan and daily practices with the Board of Education's plan to best keep students and staff safe and still be part of an engaging learning environment and a positive learning community.

This document contains key information about the return to school plan and safety practices we will implement this year. We recognize this plan and practices may need to change and be revised based on district decisions and guidance.

Our goal for this handbook is enable each family to have the information they need and answers to frequent questions at their fingertips.

*This plan is not specific to the varying phases or levels but the general protocol at both.*

# COVID-19 PROTOCOLS

As per Rapid City Area School Board of Education the following are primary protocols for all students, staff, and visitors who Grandview Elementary

- Masks are required for staff in all classrooms
- Masks are required for students in all classrooms
- Masks required on all school buses
- Screening of Students-Completed at home
- Screening of staff-Completed at home
- Visitors on site or in building by appointment only and need to wear mask



# GVE-KEEPING US ALL SAFE

Rapid City Area Schools Together Again and Back to School Plan as well as other Covid-19 related information can be found at [rcas.org](http://rcas.org)

GVE's steps in following the RCAS Plan focused on our building routines, minimizing risk, maximizing distance when we can, and other building practices we could implement.

We have outlined our steps in the following areas:

- Arrival to School/Dismissal
- Breakfast
- Hallways and Transition to Electives (Music, PE, IMS/Library, STEM)
- Recesses
- Classrooms
- Lunch
- Office Areas
- Nursing and Sick Student Procedures
- Bathrooms

We have included contact information along with a page devoted to Family Communication and Online Learning Tools



# OFFICE

Our office staff is here to help you! Please feel free to call anytime during office hours. 605-394-1829

- Please know due to Covid-19 that all guests including family and parents wanting to visit the school need to call and schedule an appointment.
- Guests entering building must follow the Covid-19 Guidelines as set forth by RCAS Board of Education
- We now have voice mail capability if no answer please leave a message
- Checking students out early or for appointments, please call ahead and upon arrival and wait at front door or in vestibule for student

**Office Hours 7:00-4:00**

**605-394-1829**

**Joleen Ericks-Head**

**Secretary**

**Beth Courchaine-**

**Attendance Clerk**

**Karla Lemon-Clerk**

# ARRIVAL/DISMISSAL AND BREAKFAST

## Arrival/Dismissal

GVE will be offering a "slow" opening to the day. Students will come directly to their wing door or line up spot and enter to go to the classroom starting at 7:45 AM-but NO earlier.

Wing door entries will be supervised until 8:00 for student entry. Any student arriving after 8:00 will need to use the front door and get a tardy slip.

This format will allow us to avoid large lines waiting outside together, in hallways as we enter, and staggering students at closets in the classrooms. along with more time for hand washing and morning routines.

- Classes and lines separated with visuals posted

Dismissal will be staggered, and students will wear masks as they exit.

- Dismissal will begin at 2:50 with bus and daycare vans along with 5th-3rd, 2:55 with 4th-1st, and 3:00 with K-2nd. This will allow older siblings an opportunity to meet younger siblings at their dismissal spot and reduce the number of students exiting the building at one time. Please ensure that your student knows the way home if walking and/or the pick-up location if being picked-up by a parent/guardian.

There is NO supervision until 7:45 in the building or on the playground. With our new Covid Safety responses it is important for students to **not** be dropped off early and before this time.

# BREAKFAST

Breakfast will be served starting at 7:40-7:55

Free and reduced breakfast and lunch available to those who qualify.  
Call the school office for more information.

# LUNCH

We have made the following revisions and implemented practices to increase distance between students as they transition to lunch, eat lunch, and leave lunch along with other hygiene routines.

Only one grade level at time eating during each lunch period

If needed, extend tables and eating area to include gym.

6- 8 Students Per Table

Designated Enter and Exit for one-way traffic in and out of lunchroom Extra supervision

- Hand washing before arrival Sanitize hands after when needed
- Stagger dismissal of students
- Use of Lunch cards NO keypad entry

# CLASSROOM

- Masks worn by staff and students
- Mask breaks for students and staff, built into classroom schedule
- Classroom space arranged to provide distance when possible
- Classroom routines to include hand washing times throughout day
- Students will not share supplies or materials

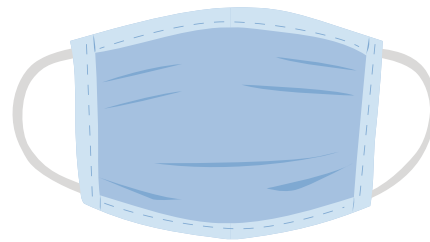
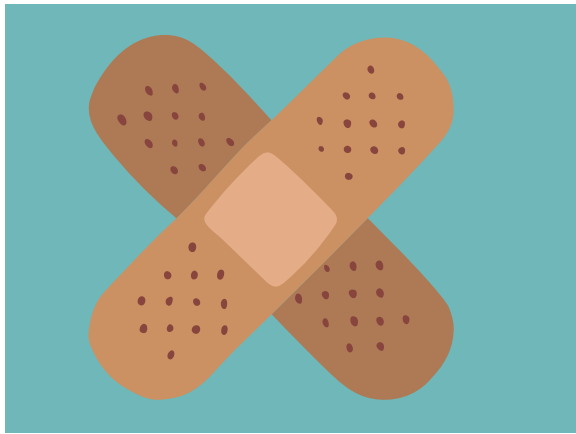
# HALLWAYS AND Specials

- Hallways will be divided
- Stagger classes in grade levels when going to Electives and Lunch Use of outside Routes and paths when weather allows to move about school
- Follow designated floor visuals and posted signage
- Follow PBIS guidelines of "Hands, Feet, Body to Ourselves"
- Music will travel on a cart during Level 1. PE will be outside when weather permits during Level 1



# NURSING-SICK STUDENT COVID-19 PROTOCOLS

- If a staff member observes any signs of illness, they may send student to office or call nurse down to room
- Students with temperatures of greater than 100.4 will be sent home
- ALL students with a temperature at or above 100.4 will be isolated until parent/guardian/emergency contact can pick up-including bus students



# RECESSES

The following steps will be utilized when feasible:

- Staggered exit and entry of wing doors
- Designated Zones
- Hand hygiene before and after
- No equipment brought from home



# BATHROOMS

- No whole class bathroom breaks
- Use bathroom in classroom (when applicable) or closest to wing
- During lunch and specials, only students will be allowed in the bathroom at a time (2 boys, 2 girls)

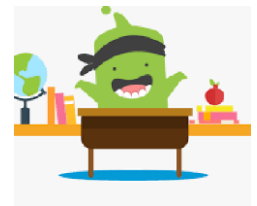
# SCHOOL COMMUNICATION AND TECHNOLOGY

## ClassDojo

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This year we will be utilizing ClassDojo as our main communication school wide. This application can be downloaded on a cell phone or accessed on a personal computer. School announcements, classroom newsletters, updates from the librarian, etc. will all be communicated on Dojo this year so please make sure to check your notifications at least twice per week.

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## Facebook

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If you have a Facebook account, make sure to follow Grandview Elementary on Facebook. We will continue to post important information, in addition to posting other fun events.

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## Seesaw

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Our K-2nd grade students will be using the learning platform Seesaw this year for both face to face instruction and off campus (level 3) learning when needed. Students will be taught how to access and use this platform to complete tasks independently right away this school year. You will get more information from your classroom teacher about how this technology works, and our expectations with it as we get closer to the start of school.



Our 3rd-5th grade students will be using the learning platform Google Classroom this year for both face to face instruction and off campus (level 3) learning when needed. Students will be taught how to access and use this platform to complete tasks independently right away this school year.



You will receive more information from your classroom teacher about how this technology works, and our expectations as we get closer to the 2020 start of school.

## OFF CAMPUS LEARNING

In the event that the school or the District needs to close for a period of times due to entering Level 3, teachers will use best practices in instruction to deliver content to students in an online format.

What we know:

All students will be provided a computer for off campus learning. Students will access all off campus learning through Clever. Clever is loaded on student computers and can be found in the Google Chrome browser.

(Look for the  in the upper right corner of the screen).

Students will be assigned new instruction and assignments during this time and feedback will be given on tasks. Instruction will be made with flexible scheduling in mind. Students will be taught how to access and use technology platforms independently, and we challenge you to allow them to continue this procedure during off campus learning.

Please note that the Off-Campus model will look very different than it did in the spring.

**Students will be accountable for attendance and work completion.**

# HOW TO CONTACT US



605-394-1829



## Email

Principal: [cynthia.lundgren@k12.sd.us](mailto:cynthia.lundgren@k12.sd.us)

All other staff can be emailed using  
[first.lastname@k12.sd.us](mailto:first.lastname@k12.sd.us)

