

## 2020/2021 – Ballard Elementary Safety Protocols

The faculty at Ballard Elementary is committed to ensuring a safe, healthy, and academic environment for all students returning in the fall. These are the safety protocols that students can expect to see at Ballard this upcoming school year. Please call 708-8400 with any concerns or questions.

### Face Coverings

**Two Ballard cloth masks will be provided for each student:** Elementary Students: We recommend families wash their face masks at least once or twice weekly and avoid using the dryer.

Parents will be permitted to send their own masks with students if opting to not use the Logo mask. Additional face shields have also been purchased for teachers/staff and will be made available to elementary students with *Medical conditions and IEPs, this will be addressed individually.*

**On Bus:** Masks must be worn on the bus and when exiting vehicles in car loop.

**On Campus:** Masks must be worn in classroom at all times and when transitioning between classes.

**At lunch:** Masks will be worn at all times except while eating in designated space.

**At Recess & PE:** Masks may be taken off at teacher discretion if outside and social distance is maintained.

### Breakfast & Lunch

Social distancing will be maintained during breakfast and lunch. Masks will be worn at all times except while eating at designated space.

Breakfast: Grades 2-5 - will be a grab and go bag and eaten in the classroom. Grades k-1 will eat in cafeteria. Lunch will be served in cafeteria, plexiglass dividers and reduced numbers of students.

Sufficient time has been built into the lunch schedule for time to sanitize tables/seats in between students eating.



A WOZ ED CAREER PATHWAY SCHOOL

### Student Arrivals: 7:55 – 8:25

**Social distancing and safety measures will be required at all times.**

#### Three points of entry/exit:

- 🌀 Car Rider Loop for car rider drop off. **Students required to stay in vehicle until temperature checked.**
- 🌀 Back of school Bus Loop: Bus riders' temperatures will be checked at bus stop prior to loading.
- 🌀 Front of school for walkers and bike riders.
- 🌀 After 8:25 am, all students must be walked to the front lobby doors by a parent/guardian and ring bell. **Please do not drop off in the parking lot.**

**Prior to Tardy Bell:** Students will receive a breakfast bag and be directed to their classroom.

### Student Dismissal: 3:15

**Social distancing and safety measures will be required at all times.**

**All** Car rider students will be dismissed from the classroom as their cars arrive. Dismissal times will be staggered by transportation method to ensure proper social distancing and to minimize clusters of students.

Ballard car tags will be required for pick up, these will be given out on the first day in the car rider line. Car tag **must** be displayed or parent must park and go to lobby doors to verify pick up. **There will be no exceptions.**



## Extended Day Enrichment Program

### **Globetrotters Before/After-School Program**

EDEP (Extended Day Enrichment Program)

All CDC guidelines will be followed during all before and aftercare. For enrollment information, please contact Mrs. King at 708-8400 ext. 2014 beginning August 3<sup>rd</sup>.

Registration packets can be found on the school's website at

<https://www.manateeschools.net/ballard>



\*Teachers will be provided with district-developed curriculum to ensure consistency for all three models of learning. Live instruction will take place with eLearning students.

### Classrooms

Sanitization and distancing measures will be required in each classroom.

**Classroom Layout:** Classrooms will be set up with at least 6 feet between desks when possible. Materials will be assigned to students. All OT/PT, Speech and Language, Fine Arts, and PE materials/equipment will be sanitized in between classes when applicable. Fine Arts teachers will conduct lessons in the students homeroom class.

**Stations:** Hand sanitizing stations are located in hallways and hand sanitizer is available in classrooms along with sinks for washing hands. Frequent hand washing will be reinforced throughout the day and when arriving/leaving the classroom, cafeteria, and recess areas.

**Desks:** Desks will be sanitized at the end of each day.

### Hallways

Safe social distancing traffic patterns have been established throughout the campus and staggered schedules will be utilized for all transitions.

**KG – 5<sup>th</sup>:** Students will remain in grade level classroom for Fine Arts & STEM classes for the start of the school year (recess and P.E. will take place outside the classroom).

**All students:** Directional travel will require distancing along hallway walls and staggered transition times will be established the first day of school and reinforced daily.

### Schedules, Assigned Teacher(s), & 'Teacher Meet & Greet'

Schedules indicating your child's assigned teacher(s) will be available in Schoology and Focus the week of August 10<sup>th</sup>. Administration will notify families once schedules are finalized. If you have not been receiving Ballard's outgoing phone messages, please contact the front office to verify the phone number and email on file.

**All Students:** A virtual Open House and tour of the campus will be posted on our Ballard website the week of August 10<sup>th</sup>. Teachers will also share virtual 'Welcome' videos and provide a tour of their classroom. Information regarding date and time will be posted on our website, Schoology, and via outgoing phone messages.

**Focus Parent Portal App:** Please visit

<https://www.manateeschools.net/domain/1090> for information about the Focus Parent Portal, you can access your student's information such as schedule, grades, and attendance. If you do not already have an account, please download a copy of the Parent Portal Request form at [https://www.manateeschools.net/cms/lib/FL02202357/Centricity/Domain/1416/PARENT\\_PORTAL\\_ACCESS\\_AUTHORIZATION\\_rev.8.01.18.pdf](https://www.manateeschools.net/cms/lib/FL02202357/Centricity/Domain/1416/PARENT_PORTAL_ACCESS_AUTHORIZATION_rev.8.01.18.pdf). Complete and return form to the front office. If you have any questions, please call Mrs. Marriott, our school registrar at 708-8400 ext. 2025.