

**2020-2021**  
**Everything you Need to Know About**  
**the Transition Phase at Midland School**



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## **A. SCREENING**

**Please visit the following website that has been created for our families.**  
**[Paramus Public School's Health-Related Policies and Procedures Website](#)**

The Daily Screening Protocols for students will have 2 parts:

### **Part 1: WELLNESS SURVEY: Required for School Entry**

- Parents will fill out a wellness form ([Student Wellness Survey](#)), for each of their children, before 7:30am each morning. You may fill out the wellness form beginning at 8:00pm the night before. Please do not fill out the form prior to that time.
- Our nurses will receive notification of a positive (yes) response and they will follow up depending on the individual situation.

### **Part 2: TEMPERATURE CHECK: Required for School Entry**

- Students will not be allowed to enter the building or the bus until they have had their temperatures taken.
- Student temperatures will be monitored using touchless temperature-taking stations (called kiosks) for students arriving by car or a dashboard thermometer located on the bus.
- It is essential that parents remain with their child at the bus stop or on the school grounds (in your car) until temperature checks are complete.
- Students with elevated body temperatures will report to an isolation area for a secondary screening with the School Nurse.
- The School Nurse will follow up with families regarding re-entry procedures based on individual circumstances. When necessary, the Paramus Department of Health may be contacted for further guidance. [New Jersey Department of Health COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools August 13, 2020](#)
- Masks must be worn at all times on any school property by adults and by students unless exempted from this requirement for health or developmental reasons.

## **B. STUDENT FACE COVERINGS**

- Students should come to school wearing a mask. Extra masks will be available if needed.
- For additional information, please see this [link](#).

## **C. ARRIVAL/DISMISSAL**

**ARRIVAL:** Arrival is between 8:50-9:20am - Please do not arrive earlier than 8:50am. Parents must stay until their child has been cleared.

### **Walkers:**

- Parents must stay until their child has been cleared (Wellness survey has been completed and normal temperature registered at the kiosk).
- Signage has been placed by the front entrance of the building to ensure social distancing and efficiency for temperature checks.

### **Car Lines:**

- When bringing your child to school by car, please follow the traffic pattern down and around the circle and back to the main entrance. Pull up as far as you can in the drop-off zone.
- Parents should not get out of the car when dropping off students.
- Parents should have children seated on the passenger side of the car.
- Staff will escort students to the wellness checkpoint so they may be cleared for building access. Once your child is cleared a Midland staff member will give you the all-clear sign and you may pull out of the parking lot.
- In an effort to keep our children safe, courteous driving is expected at all times. Please observe the speed limits in our parking lot. Your cooperation and adherence to the procedures we have carefully established are of vital importance. Our plan was developed to ensure the children's safety.

### **Bus Riders:**

- Bus students will be dropped off at the bus loop and will be greeted by a staff member.
- Bus riders who miss the bus should use the main entrance when they arrive at school and follow the 'CAR LINES' procedure for arrival.

### **General Arrival Procedures:**

- All students will wash their hands upon entering the classroom.
- Charged Chromebooks should be brought back and forth to school daily.
- **Visitors:** During the transition phase, no visitors are allowed in the building.

**DISMISSAL:** School is dismissed at 1:10pm.

- **Kindergarten** - Students will be dismissed from the kindergarten Hallway door (Door 5).
- **1st Grade** - Students will be dismissed from Ms. Tripaldi's exterior classroom door (Door 4 - Room 706).
- **2nd Grade** - Students will be dismissed from Ms. Youssis's exterior classroom door (Door 3 - Room 704).
- **3rd & 4th Grades** - Students will be dismissed from the main entrance.

#### **Walkers (Front Entrance):**

- This is for parents who will not be bringing a vehicle but, rather, they will be walking home with their child. Parents must wait in a socially distanced manner near the appropriate dismissal door (see above).

#### **Car Lines (Front Entrance):**

- If you have not received one yet, all Midland families will receive a name placard with their child's name. When picking up your child, we ask that you clearly display your placard so our staff can identify each car.
- The volume of traffic at dismissal time created safety issues in the past. In consultation with the Paramus Police Department, we ask all parents who are picking up by car to remain in their car in the car line.
- Parents are asked to pull up as far as possible so that we can maximize the number of children able to get into cars at once. Please teach your children how to buckle themselves quickly and safely into their safety seats before the return to school. ***Parents and passengers must wait in line and NOT leave their cars.*** Parking and walking to the front door creates safety issues at dismissal for parents and children.

#### **Bus Riders:**

- Students taking buses home will be brought directly to their assigned bus at the conclusion of each day.
- Families eligible for bus service who opt to pick up by car will pick up at the front entrance.
- Parents must meet their children at the bus stop or make arrangements to have a responsible adult meet their child at the bus stop.

#### **\*DISMISSAL DECLARATION\***

- Each parent is required to make a dismissal declaration now for the entire year that can only be changed because of a permanent change in life circumstances. We regret that we cannot accommodate occasional changes for convenience. \*For those students who move from the Virtual Academy back to the hybrid/in-person program or vice versa, a new Dismissal Declaration form must be completed to reflect that change.
- **Please complete a separate Dismissal Declaration form for each child at Midland School. Dismissal Declarations are completed and submitted electronically through the Parent Portal in Genesis under the *Forms* tab. Without it, there is no way for us to know how your child is to be dismissed from school.**

#### **D. CLASSROOM ARRANGEMENT**

- Classrooms have been arranged in a socially distanced fashion, in accordance with NJDOE guidelines as prescribed in *The Road Back*.
- Desks and tables have been equipped with clear plexiglass shields around each student's working area.
- Rugs and soft toys have been temporarily removed.
- Students will have individual supplies in a bin of their own in their working area.
- All group activities will occur with students appropriately distanced. Whenever possible, students will have group activities outside.
- Classrooms will be sanitized and deep-cleaned daily using an electrostatic sprayer.
- Handwashing breaks will take place consistently before activities (including snack), throughout the day, before and after bathroom use, and before leaving the classroom.
- Mask breaks will be staggered throughout the day.
- Students will not use gym or playground equipment, but they will be allowed to enjoy time outside when the weather permits.

#### **E. INSTRUCTIONAL MATERIALS**

- Classroom Libraries: Classroom libraries and the Media Center book collection are closed to students for book browsing. The teachers will select books for students based on their interests and abilities. The students will return books in a separate bin to sit for a minimum of 72 hours before they are returned to the classroom library.

## **F. CLEANING**

- Every night, after the staff and students leave, there will be a deep clean of the building using an electrostatic spray to disinfect and sanitize.
- Doorknobs and high-touch surfaces will be cleaned throughout the day.

## **G. ATTENDANCE PROCEDURES**

### **Students in the hybrid model:**

- Attendance will be taken by your child's homeroom teachers on the days they come to school (blue cohort: Tuesday and Thursday -- red cohort: Wednesday and Friday)
- On the opposite days (when your child is in the remote setting), we ask parents to please contact the school nurse first thing in the morning if your child will be absent.

### **Students in the Virtual Academy (all-remote model):**

- Attendance will be taken by your child's virtual teacher.

## **H. MASK BREAKS AND SNACK**

- Whenever possible, students will be taken outside by their teachers or an instructional aide for a socially distanced mask break.
- On inclement weather days, there will be an alternative setting for mask breaks.
- Children will be allowed to enjoy a quick, healthy snack (**NO NUT PRODUCTS!**) during the day. When possible, snacks will be eaten outside. When this is not possible, a well-ventilated area will be designated indoors.
- We urge parents to ensure that children do not leave their snacks at home. This will help to minimize the number of visitors from the outside.
- Children may not drink water from the water fountains but may enjoy a water bottle brought from home. Please label your child's water bottle clearly.
- Please provide your child with a large beach towel that will be kept in their backpack. These will be used to help our students with social distancing when they are outside. Please label the towel with your child's name.

## **I. BATHROOMS**

- Students whose classrooms have a bathroom will use those facilities exclusively. All of our kindergarten, 1st grade, and 2nd grade classrooms are equipped with bathrooms. Teaching staff will ensure that students have washed their hands following their bathroom visits.
- Students whose classrooms do not have a bathroom will be able to use the ones in the hallway. There are separate bathrooms for the 3rd and 4th grade students. Only one student will be allowed to enter the bathroom at a time. Teaching staff will ensure that students have washed their hands following their bathroom visits.

## **J. SCHOOL SECURITY**

- School safety officers will continue to work in the schools to ensure the safety of our students and staff. They will also assist in the arrival and dismissal of the student body.
- Schools will continue to conduct the required fire and safety drills.

## **K. STUDENT AND STAFF WELLNESS**

- Your child's well-being is a primary concern for us. Our school counselors will lead regular lessons focusing on self-care/wellness with students in the in-person and virtual settings.
- Similar measures are in place for supporting the well-being of our staff.
- Parents are encouraged to maintain open lines of communication with their child's teacher, principal, and/or school counselor if there are concerns about their child's social, emotional, or academic well-being.

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## A Glossary of Terms

- Asynchronous Learning: During remote learning, when a student works, managing and budgeting his or her own time.
- Blue Cohort: A group of about one-half of our students. They will engage in live teaching on Tuesdays and Thursdays during the Transition Phase. They will have a mix of synchronous and asynchronous learning at home on the other days of the week.
- Google Classroom: A learning platform through which students and teachers communicate with each other when engaged in remote learning.
- Hybrid Learning: When students spend part of their learning time in school, and part of their learning time at home.
- Orange Phase: The second expected portion of this year. During this time, students in the hybrid cohorts will engage in live teaching at school four days a week either during the morning (Blue Cohort) or afternoon (Red Cohort).
- Red Cohort: A group of about one-half of our students. They will engage in live teaching on Wednesdays and Fridays during the Transition Phase. They will have a mix of synchronous and asynchronous learning at home on the other days of the week.
- Remote (Virtual) Learning: When students learn at home. This can be done on a computer or using other tools.
- Screencast: A pre-recorded video that students can watch as a tool of asynchronous learning.
- Submission: The act of a student handing something in electronically.
- Synchronous Learning: When a teacher and student are engaged in learning together at the same time.
- Transition Phase: The first part of the 2020-2021 school year. Students work in cohorts with live or synchronous instruction on alternating days. The virtual day for all students is on Monday.



- Virtual Academy: The segment of our student population who is learning exclusively at home this year.
- Virtual Blend: A lesson during remote learning which begins synchronously with the teacher and the class engaging together, followed by an opportunity for the student to break away and work independently (or asynchronously).

## **A Visual Reference**



A temperature taking station in the front of the building. This kiosk takes temperatures and verifies that a mask is worn. Students and staff must all have temperatures taken at this kiosk or by a handheld touchless thermometer.



Sneeze guards are installed around students' individual work stations.



Supplies will be stored in individual bins.



Social distancing markers will be utilized as appropriate.

Signage is in place with reminders for handwashing and hygiene protocols.



Socially distanced classrooms have been arranged. Some classrooms have tables. Students are 6 feet apart.



Socially distanced classrooms have been arranged. Some have individual student desks. Students are 6 feet apart.



Isolation Room: Students who develop symptoms of COVID-19 during the school day will be moved to an isolation room while assessment is being conducted.



Students whose classrooms do not have a bathroom will be able to use the ones in the hallway. Hallway bathrooms are single occupancy only.