

Sumner County Schools School Re-entry Plan Parent Communication Document

School Name Madison Creek Elementary

Arrival to School



What changes will be made to the school arrival procedures?

Doors will open for all students at 6:45. Bus rider and car rider arrival will continue as normal outside the building. Once inside the building, students will report directly to their classrooms and will not be staged in the gym and cafeteria as normal. Those choosing to eat breakfast will report to the cafeteria where they will be assigned seats, optimizing space between students.

Serving Meals



What changes will we implement during meal services?

Students will no longer serve themselves, eliminating the need to touch serving utensils, and distancing will be monitored in serving lines. Eating utensils will be pre-packaged, and all materials will be disposable. Cashiers will enter student numbers, eliminating the need for students to touch cafeteria keypads. Classes will have at least one lunch table between them and any other class. Distancing will be monitored during both arrival and dismissal from the cafeteria, and internal doors will remain propped open, eliminating the need to touch door handles. Cafeteria tables will be cleaned and thoroughly sanitized after each use.

Class Transitions



What changes will we make in the hallway procedures during class changes? How will restroom breaks be handled?

K-3 classes at MCE will remain self-contained; class changes do not apply to younger students. Students in grades 4 and 5 will continue to change classes with the implementation of new protective measures. Staggered dismissal times, one-way traffic, and even the use of exterior classroom doors will optimize efforts to social distance.

Students will continue to have restroom access, and breaks will be coordinated at the classroom level. Restroom occupation will be limited to no more than four students at a time, and students will be encouraged to distance within the restroom.

<p>Large Group Gatherings</p> 	<p>How will we manage large group gatherings, such as assemblies and concerts?</p> <p>Assemblies—including musical performances and family nights—will be suspended until further notice. This policy will be frequently re-evaluated, recognizing the importance of these events and their positive impact on school culture and community.</p>
<p>Classrooms</p> 	<p>What is our procedure for preventative cleaning in classrooms each period?</p> <p>Typical cleaning practices will continue at MCE in addition to new protocols mandated at the district level, including the use of new cleaning solutions in all classrooms. Students will remain “self-contained” with classmates all day. Related arts teachers will build time into their classes for cleaning and sanitizing high touch surfaces before every class dismissal. Hygiene routines will be taught and practiced in all grades.</p> <p>How are “hands-on” classes, such as physical education and fine arts, going to be different?</p> <p>Distancing will be monitored in all classrooms, including related arts. In efforts to mitigate health risks, special consideration will be given when planning related arts lessons, and activities implemented will enable students to continue learning and having fun while prioritizing student health.</p>
<p>Sumner Connect</p> 	<p>What is Sumner Connect?</p> <p>For parents, Sumner Connect will provide training tutorials as they navigate Google Classroom, Skyward, and the GSuite tools. Sumner Connect will support teachers in their delivery of online instruction through Google Classroom and the integration of additional GSuite tools. Instruction during extended absences or closure will be provided by teachers through their Google Classrooms.</p>

Clinic



What will the procedure be for taking midday temperature checks?

Classroom teachers will administer temperature checks before lunch. District protocol will be observed if a student has a fever, including a trip to the clinic, evaluation by our full-time registered nurse, and quarantine if appropriate. Asymptomatic students who make routine trips to the clinic for medicine and/or evaluation will continue to be seen by the nurse in a one-to-one setting and away from quarantined students.

Dismissal



What changes will be made to the dismissal procedures?

MCE dismissal routines already involve multiple common areas, including the gym, cafeteria, and library. This year, the computer lab will be used, as well. Ample space is available to continue existing routines while optimizing space between students. Fun Company will be dismissed to the cafeteria; daycare riders will be dismissed to the library and computer lab; car riders will be dismissed to the gym; bus riders will be dismissed from classrooms. Staff members will monitor spacing in all locations.

Co-Curriculars



How will we ensure common areas such as the library, computers, etc. are routinely cleaned/sanitized?

MCE is the proud recipient of the Sumner County Attendance Award for 2019-2020, and boasts the highest attendance rate in the district. One reason we have healthy students is because our custodial staff is among the best in Sumner County. This great team has received additional training and will be equipped with new cleaning solutions provided by the Central Office. Teachers will additionally be equipped to clean and sanitize student work areas throughout the day, while our custodians continue to clean and sanitize after hours.

<p>School Closure</p> 	<p>How will we communicate closures to parents for classrooms, schools, and the district as a whole?</p> <p>School Messenger will be used to notify parents of closures. When appropriate, additional platforms may be used, including the MCE Twitter Account, PTO Facebook page, Remind texts, and school website.</p>
<p>Communication</p> 	<p>What communication platforms will be used this year?</p> <p>Communication will occur through direct phone messages, emails, texts, and social media platforms:</p> <ul style="list-style-type: none"> • Remind • MCE Twitter Account • School Messenger • PTO Facebook Page • School Website
<p>Registration</p> 	<p>What is the plan for registration nights?</p> <p>Registration nights are scheduled for July 27 and 28, and masks are required for anyone over the age of 13, per Executive Order. In order to avoid overcrowding this year, families are asked to limit attendance to the MCE student(s) and one parent. Please adhere to the specific schedule provided below. In rare cases, exceptions will be considered only via email request to Mr. Duncan.</p> <ul style="list-style-type: none"> • Last names A-M attend July 27 from 4:00 - 7:00 • Last names N-Z attend July 28 from 4:00 – 7:00 <p>Specific details—including required documents, a link to online registration, and forms to be printed/completed at home—will be shared on the school website and publicized through existing social media accounts.</p>