



# Julia Landon College Preparatory and Leadership Development COVID-19 Plan



## School Year Choices:

- 6-8<sup>th</sup> Grade Students: Attend Duval Homeroom Virtually- this is with Landon Teachers in the same schedule as face to face. Students will go to classes 1 through 7 virtually through Duval HomeRoom (Teams)
- 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> Grade: Bridge Option (also known as-Hybrid/Face to Face)
  - 6<sup>th</sup> Grade 4 Days per week- MONDAY, TUESDAY, THURSDAY, FRIDAY
  - 7<sup>TH</sup> Grade 3 Days per week- MONDAY, WEDNESDAY, THURSDAY
  - 8<sup>TH</sup> Grade 3 Days per week- TUESDAY, WEDNESDAY, FRIDAY
- Attends DVIA (Duval Virtual Instructional Academy) five days a week, this is a year long commitment and not with Landon Teachers.



## Safety Procedures

- Temperature Checks: All Students, Teachers and Staff Members will have a daily temperature check. If anyone has a temperature of 100.4 or greater, they will not be allowed into the school. We will immediately have students call parents to be picked up. Prior to the start of school, all students whose temperatures are 100 or greater, they will be kept under a tent until the breakfast eaters have been cleared from the cafeteria. This is where they will remain until picked up. This allows us to keep students separated so they are not passing germs to one another. Faculty/Staff with temperatures greater than 100 will be sent home and classes will be covered by a substitute or another adult on campus.
- Masks: All students and teachers/staff will wear masks/face shields in common areas or when travelling from class to class (Secondary Code of Conduct page 6) Everyone will receive a Black Mask with the Duval Country Public Schools Logo on it. The first one is free, disposable masks will be given to students if they forget. The only masks that are not acceptable or approved are: ski masks, any full face covering, plastic masks (ie-halloween), bandana's
- Classrooms: Desks will be distanced 6ft as much as possible
- Hallways: Students will treat all hallways as a "road". They will stay to the right at all times. The stairwells in the front of the school will be the stairwells that go up, the stairwells in the back of the school will be the ones that go down.
- Visitors: In an effort to keep our students, teachers, and staff members safe, we will not be allowing visitors on campus. Parents who need to pick up their students for emergencies or appointments, will need to call a head with a time that you will be arriving
- Deliveries: All deliveries (food, birthday or otherwise will NOT be allowed per the Health Schools Act and additionally for the safety and wellbeing for all our school community
- Cafeteria: Students will be distanced as much as possible. We are moving the picnic tables that are in the side courtyard for additional seating. On good weather days, students will be able to eat outside on our basketball courts, picnic style. If weather does not permit we will use the gym as a second cafeteria.



## Locker Plan

- THERE WILL NOT BE LOCKERS FOR THE 2020-2021 SCHOOL YEAR.
- Students will be able to carry materials from class to class. All books are accessible online



## Employee Intake

- ALL Staff will come through the main entrance and have their temperature taken upon entrance at the double doors by Ms. Eubanks (back up Ms. Logan)
- ALL Faculty will enter the back-double doors closest to the M-Building. There they will have their temperature taken by Ms. Harrison (back up Ms. Mayer)



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## Student Intake/Daily Temp Check

- Students who are getting off the bus will get their temperature taken in one of two places:
  - If they are Eating Breakfast, they will have their temperature taken at the cafeteria doors by Coach B and Ms. Green (back up Mr. Watson). If cleared they will receive a sticker
  - If they are entering the building to one of two holding areas, they will have their temperature taken at the back-double doors closest to the cafeteria by Ms. Bell and Ms. Mayer. (back up Blakely) If cleared they will receive a green sticker
- Car Riders/Walkers
  - Students will have their temperature taken as enter the double doors closest to the M-Building and have their temperature taken by Ms. Oliver and Ms. Logan (back up Blakely) If cleared they will receive a green sticker



## Holding Areas

- 6<sup>th</sup> Grade: Gym- Sitting in the bleachers every 6 feet, after bleachers fill, students will sit on the floor of the gym 6ft apart from one another. There will be markers
- 7<sup>th</sup> and 8<sup>th</sup> Grade: Auditorium- Every three seats, Boys on one side and Girls on the other side. On Wednesday's when 7<sup>th</sup> and 8<sup>th</sup> graders are on campus, 7<sup>th</sup> grade will report to the Gym.
- Breakfast Eaters: Cafeteria and then report to their holding area



## Cafeteria Plan

- Lunches:
  - 192 students can fit in and around our cafeteria with social distancing. The additional students for each lunch can eat outside at picnic tables, on the outdoor basketball court, or on days when weather does not permit, in the gym picnic style or socially distanced.
  - Picnic Tables will be moved to near the cafeteria from our side court yard.
  - On Good Weather Days- we will use our outdoor basketball courts and allow students to sit outside picnic style.
  - We will also use the Gym to distance as many students as possible. Students in each location will be decided by teachers and cohorts.
- Times: Lunch times are the same as last year. Please see the Bell schedule on our website.
- Coverage:
  - Cafeteria- Dean Bourgholtzer, Ms. Quince, Mrs. Oliver, Mrs. Bell (6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> grade lunches)
  - Gym- Mrs. Bell, Ms. Greene, and Mr. Edwards (6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> grade lunches)
  - Cover/rotating: Blakely, Watson, Jordan
  - Outdoor Seating- Picnic Tables/Basketball Courts (Blakey, Counselors, Ms. Jordan)



## Bus Plan

- Arrival
  - Students will head either to the cafeteria for Breakfast (temp taken before entrance) or students will enter back double doors and have temp taken) Students will remain 6 feet apart while waiting for temperature checks.
- Dismissal
  - 1<sup>st</sup> wave bus riders will be dismissed starting at 2:50 with 5 buses at a time called. All students must wear masks from the time they leave the classroom through their entire bus ride home.
  - 2<sup>nd</sup> wave bus riders will report to the Auditorium and will be distanced by bus number



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## Community Education

- Dismissal Time:
  - Students will be released to community education last at 2:55, students are to wear their masks from exit of classroom until they are distanced and set up in the cafeteria
- Parent Pick up:
  - Parents will stay outside of the cafeteria for pick up of students and have a laminated sign to hold up for the directors to call for their student.



## Car Riders/Walker Dismissal

- Students will exit the doors at the front of the school.
- Dismissal for Car Riders and Walkers will begin at 2:45pm
- Walkers will be dismissed at 2:45
- Car Riders will be dismissed at 2:55



## Hallway Transitions

- Arrows on the Floor- X on the floor every six feet
- Front stairwells will go up
- Back stairwells will go down
- Possible Ambassador/Restorative Justice Student Hall Monitors to assist in direction



## Restroom Plan

- Teachers are not allowed to release more than one student at a time. Students using the restroom will have to wear their masks as well as wear/carry the laminated, color coded hall passes that will be sanitized after the student returns to the classroom.
- During Transition- No more than 5 students can be in any hallway restroom at a time.



## Classroom/Learning Space Plan

- Desks will be 6ft apart as much as possible
- Excess furniture will be removed from all classrooms to ensure there is space for the necessary desks/tables/student seating



## VISTORS to Campus

- To keep our students, teachers, and staff members safe, we will not be allowing visitors on campus.
- Parents who need to pick up their students for emergencies or appointments, will need to call a head with a time that you will be arriving
  - When the person (parent/guardian) arrives at the school, they will wear a mask to the front door and buzz for the front desk. Parents will provide their name and who they are picking up.
- There will be no deliveries allowed for the safety and well-being of our entire school community. This includes food deliveries from outside places.



## Signage and Proximity Measures

- There will be markers on the sidewalks entering the school both in the front of the school and in the bus loading zone. These markers will be six feet apart and must be used so that students socially distance.
- There will be arrows on stairwells, so students know that front two stairwells are for going up and the back two stairwells are going down.
- There will be tape on the floors of the hallway to indicate 6 feet to keep students distanced as much as possible.



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## **Isolation Room**

- Location: Cafeteria after all breakfast eaters have exited.
- Anyone who has a temperature of over 100 will stay under a tent near the bus loop. Students will be entering the cafeteria, after breakfast eaters have all gone to class and will be separated beyond 6feet, while they wait for a parent to come and pick them up.
- The tables that students are seated at will be sanitized after all are picked up.
- If students are still waiting when lunches are to begin, they will be moved back to the outdoor tent.
- This keeps the entire school building to be kept clean and sanitized.



## **Students Gym/Health Class**

- Students will wear their face covering while in Gym Class. Gym will take place by grade level in every period during the day.
- On ALL days that have good weather, students will be outside participating in activities that are safe for them to do so.



## **Electives**

- Student electives will be determined by grade level. We will keep all grade levels as separated as possible.
- Band and Chorus will be changed to Music Appreciation and Music Theory respectively.
- The first 90 7<sup>th</sup> grade students will be put into Spanish (as previously reported).
- We are NOT changing schedules if a student doesn't like their elective class.