

**Irving Elementary
Parent Handbook for
Hybrid
2021**



Irving Families,

We are so excited to welcome Irving students back into the building for hybrid instruction. Irving staff has been working hard to get the building ready for students to return and we are ready! The information and procedures shared in this handbook will help you and your child get to know the expectations for hybrid at Irving including health and safety procedures. Thank you to parents for supporting your child with distance learning this year. We look forward to seeing students at Irving if you are in Hybrid or on Zoom for our Bethel Online students.

Thanks,

Nathan Bridgens, Principal

School Hours

Irving School Hours are 8:30am-1:30pm

Office Phone: 541-688-2620

Arrival

- Bus riders will be dropped off at Irving from 8:10-8:20
- Student arrival at Irving begins at 8:10 (Classroom doors open at 8:15)

Dismissal

- All bus riders K-5 will be dismissed from class at 1:20 with buses leaving Irving at approximately 1:30
- K-1 Dismissed at 1:20
- 2-3 Dismissed at 1:25
- 4-5 Dismissed at 1:30

Late Arrivals-Students arriving late to school need to enter through the main gates of the school and proceed to the office to check-in. Do not go directly to classrooms.

For specific details on Arrival and Dismissal click on links below:

[Arrival-Dismissal Procedures Detailed](#)

[Kindergarten Parent Drop-Off/Pick-Up Map](#)

[Irving Arrival-Dismissal Map Grades 1-5](#)

[Parent Pick-Up Areas Grades 1-5](#)

School Communication

We will continue to use our [school website](#) as a tool for Irving communication with families.

Here are the informational resources related to our reopening:

[Hybrid and CDL Slide Show](#)

[Health and Safety Preview-Video](#)

[Hybrid Details Slide Show](#)

Physical Distancing

The recommendation is to maintain 6 feet apart in all settings. Irving staff will help teach and reteach physical distancing procedures to students.

Cohorting

Cohorting is a strategy used to reduce the spread of COVID-19. A cohort is a consistent group of students that stay together during the school day. Student cohorting allows us to quickly identify people if there is an exposure and limits the number of exposed people when a case is identified at school.

Face Coverings

Face coverings are required for all students in grades K-5, along with all staff. We ask that Irving students and staff wear a mask that loops around the ears instead of a gaiter or face shield.

Masks must be worn indoors and outdoors, including during outdoor recess. Face shields are only an acceptable alternative when a student has a medical condition that prevents them from wearing a mask or face covering.

Daily At-Home Screening

To maintain health and safety and keep our schools open, we are asking that every student is screened for signs of illness at home every day--before they come to school. This is one way we will help prevent the spread of COVID-19 and other illnesses to students and staff.

Daily Parent/Caregiver Screening Questions		
Question 1	Question 2	Question 3
<p>Do they have one or more primary symptoms of COVID-19?</p> <ul style="list-style-type: none">● Fever (100.4 or above) or chills● Shortness of Breath● New or persistent cough● New loss of taste or smell <p>Stay home. Call the doctor.</p>	<p>Do they have any secondary symptoms?</p> <ul style="list-style-type: none">● Headache● Vomiting● Diarrhea● Headache● Sore Throat● Congestion● Fatigue/Tiredness <p>Stay home. Call the school for further guidance.</p>	<p>Have they been exposed to a positive COVID-19 case or currently in quarantine?</p> <ul style="list-style-type: none">● You must be 14-days passed the last exposure, and symptom-free.● Documentation must be provided before entrance. <p>Stay home. Call the school for details on returning.</p>

Classroom Capacity, Classroom Layout and Assigned Seating

Classrooms are set up to follow physical health and safety guidelines. Irving has established a minimum of 35 square feet per person when determining room capacity to allow for social distancing.

Bathroom Use

We have identified and assigned specific bathrooms for cohort use. **Only one student is allowed in the restroom at a time.** All of our bathrooms provide access to all genders and will be utilized as gender neutral restrooms.

The bathrooms are cleaned in between cohort use. Students in grades 2nd and 3rd will access the bathrooms based on a schedule. After each grade levels scheduled bathroom time, the bathrooms will be sanitized before another cohort of students uses the bathroom.

Students can also access a bathroom outside of the scheduled bathroom breaks.

Cleaning, Disinfection and Ventilation

Irving staff will clean surfaces throughout the school day and each night a thorough cleaning of classrooms and bathrooms will occur. Irving will be closed on Wednesday for deep cleaning of the school.

Ventilation systems have been checked and serviced prior to in-person instruction and are regularly maintained by maintenance staff. Ventilation systems operate to maximize intake and circulation of outdoor air throughout buildings. We will also bring in fresh air to classrooms while class is in session by keeping classroom doors open. This will allow the more circulation of fresh air into the classrooms.

School Supplies

Students will be supplied individual school supplies for on-site use. We will not have shared supplies (e.g. pencils, scissors, headphones).

Drinking Water

Drinking fountains will be off limits and not accessible to students. Water will be available for students to fill water bottles from classroom sinks. Students are encouraged to bring a water bottle to school.

Tiger's Den

The Tiger's Den is the name for our isolation area. Schools are required to create a space for students who become ill at school with excludable symptoms. Students are escorted to the room by Irving staff. Students will remain at school supervised by staff in the Tiger's Den until parents/guardians can pick them up.

Students will be provided a medical mask facial covering (if they can safely wear one).

Bus Transportation

Protocols are in place for the bus stop, bus ride and as students exit the bus. Buses will be disinfected between cohorts and routes. Irving buses will drop off and pick up in the main parking lot.

Before boarding the bus students will:

- practice social distancing at the bus stop
- wear masks prior to entering the bus
- be visually screened by a EA/designated bus staff prior to entry
- be given sanitizer before boarding the bus

Visitors and Volunteers

Irving does not allow visitors or volunteers at this time. Adults at Irving are limited to essential personnel only. We know what an important role our volunteers and visitors play in our students' success in school. We hope we can invite visitors and volunteers back to Irving soon!

Meals

School breakfast and lunch will be free to all students. Meals will take place in the classroom.

- Students will be served meals at their desks by an adult, who will assist as needed
- Desks will be sanitized before/after meals
- Students will wash/sanitize hands before/after meals

Note: Irving's current meal pick up will continue even after hybrid begins.

Students not on-site will still have access to grab and go meals on

Tuesdays and Fridays from 11pm-1pm at the front of the school.

Supervision

The regular school day runs from 8:30am to 1:30pm. Supervision of students starts at 8:10am and ends at 1:40pm. Parents should not leave children unattended beyond Irving's hours of supervision.

Recess

Classes will go to recess with their cohort. Each cohort will be assigned to a zone on the playground (e.g., play structure, black top, turf, etc.). Classes that are assigned an area of the playground will rotate during the week so students have a chance to access each zone in our play area.

Each cohort will have a bag of recess equipment including balls, hula hoops and jump ropes. Students can share equipment within their cohort.

Students will wash/sanitize their hands before and after recess. Outdoor playground structures will be sanitized every morning before school starts.

Instructional for Hybrid

Monday-Friday all K-5 students will start their day with a morning meeting whether they are on-site or zooming into the classroom. If your child receives support from special programs this will happen on and off site.

For off-site days, students will have a morning meeting each day with teacher and will access asynchronous assignments in Seesaw or Google Classroom. Teachers may also send home work for students on their off-site days.

Expect your child to spend at least 30 minutes Kindergarten/First grade, 45 minutes Second/Third grade and 60 minutes Fourth/Fifth grade on their asynchronous core work each off site day.

Students will also have PE, Music, and Art activities. Each student will have one live Music and PE lesson per week and one asynchronous (accessed on own time via Seesaw or Google Classroom) lesson per week. This means teachers will post zoom links, assignments, projects and maybe videos to Seesaw or Google classroom for your child to work on independently.

Mask Breaks

At Irving students will be allowed to take mask breaks during the school day. Each classroom has a designated mask break area. Teachers will teach mask break routines in their classroom so students can take a mask break when it is needed.

Attendance

For our Hybrid Instructional Model, attendance includes both participation in class activities, on-site and off-site, live/in-person or asynchronous and interaction with a teacher during a school day.

Interaction can be evidenced by any of the following:

- Participating in a Zoom class
- Communication from the student to the teacher
- A phone call between the teacher or educational assistant and the student, or, for younger students, with the parent or guardian of the student
- Posting completed coursework to Seesaw, Google Classroom or email
- Turning in completed coursework on a given day

When there is no evidence of student interaction during a 24-hour period surrounding a scheduled school day as described, students are reported as absent for the day/class. Irving staff will follow-up with phone calls when students are absent on days they are scheduled to physically be on-site.

Process to Report Health and Safety Concerns

Bethel School District has created an anonymous survey form that will be available to all students, staff, and families via school websites. Concerns will be reviewed. [Click Here for Survey](#)