

Addendum to 2020-2021 Parent/Student Handbook
Miami-Dade County Public Schools
COVID-19 Policies and Procedures for the Schoolhouse Instructional Model

During declared health emergencies, the District will implement policies and procedures consistent with applicable Centers for Disease Control and Prevention (CDC) and Florida Department of Health (FDOH) guidance. In addition, as applicable, the District will consult with and comply with applicable local health department protections. Requirements and procedures established by the District in response to an emergency affecting the health safety and welfare of our students and staff will take precedence over provisions of the Parent/Student Handbook when necessary and until the emergency has ended. Due to circumstances related to the COVID-19 public health emergency, Miami-Dade County Public Schools may need to alter or suspend select in-person operations to protect the health and safety of its students, employees, and their families. Please refer to <http://reopening.dadeschools.net/index.html> to find updated information regarding the District's reopening plan. The following procedures and guidelines are applicable to student attendance in brick and mortar buildings during Stage II reopening.

Arrival Procedures During Stage II

Children, parents and visitors are always required to maintain the maximum amount of social distancing possible during arrival. No one should congregate in large groups.

(To be completed by School Site)

Arrival Procedures at Coral Reef Elementary:

❖ **Student Arrival**

Arrival times will be staggered as such:

- 7:30 – 8:00 AM - BSC drop-off at the school's cafeteria entrance on the west side of the teacher parking lot. Students will be given an opportunity to eat breakfast (staggered) in the cafeteria and will be walked to class, using social distancing, beginning at 8:15 AM.
- 8:00 AM – 8:30 AM – Drop-off for Pre-K and Kindergarten in circular drive on 80th Avenue
- 8:10 AM – 8:30 AM – Drop-off for First and Second Grade in circular drive on 80th Avenue
- 8:20 AM – 8:30 AM – Drop-off for Third, Fourth and Fifth Grade in circular drive on 80th Avenue
- Students who ride the bus will enter through the school's front entrance on 152nd Street
- Students who walk to school will enter through the school's front entrance on 152nd Street
- Students eating school breakfast will use the courtyard area in front of the cafeteria (Grab n' Go meal) and report to their classrooms upon finishing their meal.
- Students should report directly to their classrooms unless eating school breakfast or attending BSC Morning Supervision. Teachers will be available in the classrooms beginning at 8:00 am.

Dismissal Procedures During Stage II

Children, parents and visitors are always required to maintain the maximum amount of social distancing possible during arrival. No one should congregate in large groups.

❖ Student Dismissal at Coral Reef Elementary:

- The school plans on acquiring Driveline Web to facilitate social distancing during dismissal. The Driveline Web app allows for cars to line up and staff to enter numbers corresponding to students to be entered into a cue. Numbers are displayed on a car tag hung from the rearview mirror of each vehicle.
- Teachers will remain in the classroom with students and dismiss students whose number is reflected on the interactive board.
- Office Staff and Special Area personnel will be assigned to hallways to ensure the safe dismissal of students while walking to their designated locations, using social distancing protocols.
- Students who ride the bus will be notified using the same Driveline Web app as teachers will be notified when the bus arrives for those students.
- Students who participate in the ASC Program will be dismissed to their counselor five minutes prior to dismissal.
- Students who walk home alone will be escorted to the front of the school by the teacher and dismissed via the front entrance of the school on 152nd Street.

Breakfast/Lunch During Stage II

The National School Lunch and School Breakfast Programs as administered by Miami-Dade County Public Schools provide free meals for all children until December 2020.

- Students will use the cafeteria at 50% capacity.
- Individual desks arranged so that students are 6 ft. apart will replace the cafeteria tables.
- All students will be facing one way, towards the stage.
- A staggered lunch schedule will be implemented where classes will arrive 5 minutes apart.
- Cafeteria will be supervised by an administrator or counselor, lunch monitor, and a security monitor.
- Outdoor spillage area will be monitored by a security monitor or office assistant.
- Traffic flow for the cafeteria will be one-way, allowing students to enter through the Northwest side of the building, and exit through the Southwest side of the building.
- Pre-K students and students in the ASD units will eat lunch in their classrooms.

Before/After School Care During Stage II

The Coral Reef Elementary CRE Community School will be utilized for before/after school care supervision of students.

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Before care will begin at 7:30 AM and accessed through the East side cafeteria door where supervision will take place.

Morning supervision will take place until 8:25 AM where students will be escorted to class by BSC staff, in a line, using social distance protocols.

- Dismissal of CRE students in grades Pre-K through First Grade will take place prior to the dismissal of all other students in these grade levels, beginning at 2:00 PM to allow ASC staff to pick up students and escort them to their designated location by grade level, using social distance protocols.
- Dismissal of ASC students in grades two through five will take place prior to the dismissal of all other students in these grade levels, beginning at 3:00 PM to allow them sufficient time to walk towards the cafeteria for attendance and meet in their ASC groups by grade level, using social distance protocols.
- The ASC Program runs through 6:00 PM.

Parents will report to the front entrance of the school to request to pick up their child from ASC

Parents are to use PPEs when entering CRE to pick up their child.

Students will need to be signed out using clean pens provided when the parent does not produce their own pens.

Isolation Room for ASC is Room #6

School Transitions

All MDCPS schools have put procedures in place to limit large group gatherings. Signage has been placed throughout every campus to remind students of the expectations to promote the safest learning environment possible. When transition between classrooms is necessary schools have developed a plan of either one way or two-lane hallways depending on school design and need. School staff will monitor transitions to ensure students are maintaining maximum social distancing and wearing face coverings. Parents should remind students of the need to comply with school procedures to ensure their safety as well as their classmates.

❖ Transitions at Coral Reef Elementary:

- Student schedules have been developed which implement a self-contained model which provides minimal movement of students and minimal exposure to staff.
- Students will remain in classes as teachers travel to deliver Special Area instruction, except for Physical Education and three selected Music Classes where two classes had to be combined for instruction.

- When in the hallways, students are expected to be in single file lines while maintaining social distancing and wearing face coverings/masks.
- Teachers will escort students to and from the cafeteria, recess, and Physical Education.
- Hand washing protocols will be established by each teacher prior to lunch, returning from lunch and returning from outdoor recess and Physical Education.
- Every classroom being utilized for PHY classes has a sink in it to provide maximum hand washing ability.
- With the exception 20 out of 29 classrooms being utilized for PHY classes have a single student restroom in them.
- Four classrooms will share the Group Bathrooms at the end of the hall. Four other classrooms will share single bathrooms next to the PE field.
- Walkways will be clearly marked to maintain the flow of walking traffic as to minimize exposure to others.

Teachers will promote wearing masks by sharing stories, explaining to students the necessity of wearing masks and staying clean and safe to minimize the spread of germs, prior to the reopening of schools in Phase 2.

School custodial staff will perform routine environmental cleaning or regular cleaning for most surfaces. School site custodial procedures have been adjusted to increase the frequency of sanitizing high-touch areas with hospital-grade germicide throughout the day. Upon the end of each day, custodial teams will sanitize all areas of the campus in preparation for the next day of learning.

Duty to Report Symptoms

If anyone in the student's household is diagnosed with COVID-19, parents/guardians must report that exposure to the school(s). The school will consult with the public health department to assess what precautions should be taken, including but not limited to, asking your student to stay home from school for fourteen (14) days in order to protect the school community. This is a precaution, and the school will work with you to keep your student engaged and current on all schoolwork to the extent possible during the fourteen (14) day period.

Daily Pre-Arrival Health Screening

Before coming to school in the morning, students and parents should assess whether the student has any symptoms of COVID-19. At this time, those symptoms include: a fever over 100.4 degrees Fahrenheit; cough; shortness of breath or difficulty breathing; fatigue; muscle or body aches; headache; new loss of taste or smell; sore throat; congestion or runny nose; nausea or vomiting; or diarrhea. If a student develops any of these symptoms, the symptoms should be reported to the school and discussed prior to the student reporting to school.

While the District will not be taking temperature checks on-site at this time, the school will rely on the students, staff, and families to report accurate information for the safety of all the other families affected throughout the District.

All information provided will be kept confidential as required by law, except to the extent that it is necessary to advise or protect staff and other students from transmission of the virus.

If you have symptoms or are diagnosed with COVID-19, or a family member residing in your household tests positive for COVID-19, your student may be required to stay home until they can be tested or receive medical clearance indicating they do not have COVID-19 and can safely return to school.

Expectations of All Students at School

General:

1. Stay home if sick.
2. Sanitize hands with hand sanitizer that contains at least 60% alcohol upon entering the building.
3. Wash hands frequently or use hand sanitizer that contains at least 60% alcohol if soap and water are not available.
4. Avoid touching face and eyes.
5. Wash/sanitize hands after touching or removing facial covering.
6. Limit use of shared objects, such as physical education equipment, playground equipment, art supplies, toys, and games. Shared objects will be cleaned after each use.
7. Bring personal water bottles with water. Water fountains will be turned off and hydration stations will be made available for refills.
8. Follow all directions provided by teachers or administrators for the safety of the school community. It is especially important that students stay in the classrooms and spaces

Face Coverings and Social Distancing:

1. All persons must maximize physical distancing to the extent possible under the circumstances.
2. All persons must wear facial coverings that cover both the mouth and nose when on school board property, at a school board activity, or riding a bus or in other approved transportation. Students and children over 2 years of age are expected to come to school each day with their personal face coverings. However, quality facial coverings will be available for distribution to students in case of emergency or to reduce stigma where necessary. Students are responsible for their own personal property and face coverings should be stored appropriately. If your child needs a face covering, please contact your child's principal.
3. Facial coverings must be made from a minimum of double layer cloth and be snug fitting to cover both the nose and mouth. Facial coverings should not include any type of exhalation valves or vents or masks designed as a costume.
4. It is recommended to have two face coverings available each day in case one face covering becomes unfit for use. Under no circumstances should student share or swap facial coverings. To learn more about appropriate face covering use and the types of face coverings recommended for use in schools, please review pages 28 and 29 of the District's Reopening Guide [Reopening Guide-English](#)

5. All student facial coverings must meet the requirements of the *Code of Student Conduct* and Policy 5511, Dress Code and School Uniform. Face coverings are apparel/accessory and must not include obscene, profane, drug-related, gang-related, or inflammatory messages or pictorial graphics. Face coverings which include inappropriate language that could be perceived as offensive, derogatory, threatening, or intimidating are strictly prohibited. Repeated display of such face coverings will constitute disciplinary measures as outlined in the *Code of Student Conduct*.
6. Refusal to wear a face covering after directed to comply by an authority figure will constitute defiance of school personnel and/or disruptive behavior pursuant to the *Code of Student Conduct*. Continuous refusal to comply may result in a student being assigned to online or remote learning. Developmental ages and intellectual, developmental, and behavioral disabilities must be duly considered by the principal, as appropriate.
7. Students participating in extracurricular activities, such as athletics, musical or theatrical performances, where the wearing of facial coverings is not practicable or may create a health risk, will be directed by their teacher, coach, or advisor as to when facial coverings may be removed during the activity such as swimming or high intensity activities where breathing may be more difficult. However, students must continue to follow maximum social distancing and all other safety procedures in place for the activity and must resume wearing the facial covering when directed to do so.
8. Exemptions from the use of facial coverings must be requested directly to the school principal. Supporting documentation for the any exemption will be required. Students who have difficulty breathing, or sensory issues arising from a documented medical or psychological issue, or students who have communication issues and may require the teacher or service provider to see their mouth, may request an exemption from the Principal. If appropriate, they may be asked to wear a clear facial covering or face shield. Face shields must wrap around the sides of the wearer's face and extend below the chin. Documentation from a medical provider must be on file and reviewed by staff before a student will be excused from this facial covering requirement.
9. Facial coverings should not be required for anyone who is unconscious, incapacitated, or otherwise unable to remove the facial covering without assistance.

Student Illness at School

If a student becomes ill or exhibits symptoms of COVID-19 while at school, the student will be separated from other students and staff to the designated space identified as the school's Isolation Room. While in the Isolation Room, the student will be monitored by school staff. Students must be picked up by a parent/guardian after initial illness identification. The District will contact parents/guardians and, if needed, the student's emergency contacts. Parents/guardians and/or emergency contacts will be informed of the importance of the student being picked up for the safety of the student and others.

Return to School

1. Students presenting with general illness symptoms that are non-COVID related will need to remain home until they are symptom-free without the use of medication for 24 hours.
2. Students presenting with COVID-like symptoms, **but no known COVID contact**, are required to remain home until they receive a negative COVID test OR are fever-free without the use of medication for 24 hours AND have improved symptoms.
3. Students presenting with COVID-like symptoms, and **have a known COVID contact**, are required to remain home until they are cleared from isolation or quarantine by a medical professional AND they are fever free without the use of medication for 24 hours AND have improved symptoms.

Parents and other Visitors

To prevent the spread of COVID-19, visitor access will be limited and restricted to the main office. Visitors are not permitted to enter any District buildings under the following conditions:

1. The individual has any of the following symptoms: a temperature of 100.4 degrees or higher; shortness of breath; cough; loss of taste or smell; muscle aches; weakness; chills; nausea; vomiting; or any other symptoms of COVID-19;
2. The individual has tested positive for COVID-19;
3. The individual has been exposed to someone with symptoms of COVID-19;
4. The individual has been exposed to someone who has tested positive for COVID-19.

Any visitors that are permitted to enter District buildings will be subject to screening, must wear a face covering and adhere to all District guidelines contained at [MDCPS Reopening Website](#), CDC, FDOH, and local health department guidelines.

ACKNOWLEDGEMENT OF ADDENDUM TO PARENT/STUDENT HANDBOOK

Student Name

Student ID#

School

Homeroom

ACKNOWLEDGEMENT

I have read this Addendum to the 2020-2021 Parent/Student Handbook. I agree to abide by these requirements, as well as any other applicable District guidelines, and understand that these requirements are subject to change. In an effort to keep myself and my family safe from infectious disease, specifically COVID-19, I will comply with these requirements.

Specifically, I understand that it is my personal responsibility to ensure that prior to boarding a school bus or arriving at school, I have taken care to assess any potential symptoms of my child, to take my child's temperature, and to ensure that there is no appearance of illness that would warrant my child staying home from school. I acknowledge that this is my responsibility and that for the safety of my school community, I must comply with these policies.

Student Signature

Date

Parent/Guardian Signature

Date