



A FAMILY GUIDE FOR 2020-21 RETURN TO SCHOOL

Westgate Elementary- 11/4/2020



Welcome

We are focused on keeping students and staff safe and healthy as we return to school buildings for learning.

We are following recommended health guidance that focuses on student health, safety, and emotional well-being.

Family Guide on Return to School (Sent Yesterday in News You Choose)

- Talk to your children about what school will be like when they return.
- Ask if they have questions and let them know we are all going to work together to keep everyone safe and healthy.
- Practice wearing a mask or face covering during the day.
- Discuss the importance of social distancing.
- Talk about washing hands and covering coughs and sneezes.

FCPS Operational Levels



Schools and offices closed or open with limited personnel reporting.

All students learn virtually.



Groups 1-6

Schools and offices open for staff with limited public transactions.

Identified students in greatest need of additional support receive one or more days of in-person instruction in a cohort.

All other students continue virtual learning.



Groups 7-8

Schools and offices open for staff with limited public transactions.

Students participate in a hybrid model (online and in-person) with social distancing in place.



Public access to schools and buildings may remain limited.



All schools open at 100% capacity for in-person instruction.

Some staff may telework due to health accommodations.

Some students may continue to access online learning due to health needs or preference.

Tentative Student Groups Phase-In Timeline



	October			November		January	January
	5	19	26	16	30	4	26
COHORT LEARNING 	Group 1: Specialized high school career preparatory programs.						
		Group 2: Preschool Autism Classrooms (PAC). Early Childhood Class-based (ECCB). Specialized high school career preparatory programs.					
			Group 3 & 4: Elementary Comprehensive Services Sites (CSS). Key Center. Kilmer Center. Students with Limited or Interrupted Formal Education (SLIFE). Recently-Arrived English Learners (ELs) in Grades 3-12 Specialized high school career preparatory programs. Adapted Curriculum: Enhanced Autism Classrooms (EAC), including students accessing; the general education curriculum; Intellectual Disabilities (ID) K-12 Classrooms; Intellectual Disabilities Severe (IDS) K-12 Classrooms; Students receiving Noncategorical Elementary (NCE) services who are instructed with the adapted curriculum in a special education classroom. Burke School - Elementary Program only. Specialized high school career preparatory programs.				
				Group 5: Early Head Start - Infants and toddlers. PreK - Three and four year olds. Kindergarten. Intensive Support Needs: Students instructed with modified curriculum for at least 50 percent of their core courses and instructed in special education settings 50 percent or more of their instructional day. Specialized Center-Based Programs: Special Education Vision Program at Robinson. Deaf/Hard-of-Hearing (DHH) Programs at Canterbury Woods ES, Frost MS, and Woodson HS – Students with 50 percent or more of core content areas in Special Education settings.			
					Group 6: Grades 1-2. Specialized Career Centers – Special Education Davis and Pulley Centers with target learner profile.		
HYBRID LEARNING 						Group 7: Elementary School Grades 3-6. Secondary Public Day Programs – Special Education at Burke MS, Cedar Lane, and Quander Road. Davis and Pulley Center students with target learner profile.	
							Group 8: Middle and High School Grades 6-12. Grade 6 Middle School students at Holmes, Poe, and Glasgow. Middle and High School students at Davis and Pulley Career Centers.

Concurrent Instruction

Students receive two days of teacher-led instruction in the school building and two days of teacher-led instruction at home. Students who select virtual learning will receive all four days of teacher-led instruction while learning at home.

- The concurrent instruction model is currently being piloted in several schools.
- This model maximizes teacher-led instruction (two days in person, two days virtual) by allowing in-person students to “log into” class on at-home days.
- Teacher-led concurrent instruction is the best instructional model for our in-person students.

All students will receive 4 days of teacher-led instruction.

Mondays: Students will have independent work day. Teachers will use for planning.

Concurrent Instruction - ES Schedule

ES Concurrent Instructional Schedule				
	Tuesday	Wednesday	Thursday	Friday
Group A	In-School	In-School	Online	Online
Group B	Online	Online	In-School	In-School
Group C (full time online)	Online	Online	Online	Online

Two days of instruction in the school and two days of virtual instruction at home – both led by the teacher.

Mondays: Teachers will use for planning. Students will have independent work day.

Full-Time Virtual Instruction

Students who prefer to continue full-time virtual learning will receive **four days of teacher-led instruction** while learning from home.




Monday: Students will have independent work day. Teachers will use for planning.

Tuesday - Friday: Full-time online instruction led by teacher.

Example of Phase-In Concurrent Instruction

All online and in-person students will receive instruction at the same time.

*Online students will be given asynchronous activity to do when not joining the in-person class.

INITIATE 	PERFORM 	FLUENT 	SUSTAIN
MORNING			
Morning Meeting Language Arts Focus Lesson Online students given asynchronous activity*	Morning Meeting Language Arts Focus Lesson Checking in with online students during independent practice Online students given asynchronous activity*	Morning Meeting Language Arts Focus Lesson Checking in with online students during independent practice Small group teaching during workshop model Online students given asynchronous activity*	Morning Meeting Language Arts Focus Lesson Checking in with online students during independent practice Small group teaching during workshop model Individual support during workshop model
AFTERNOON			
Afternoon Meeting Math Focus Lesson Online students given asynchronous activity*	Afternoon Meeting Math Focus Lesson Checking in with online students during independent practice Online students given asynchronous activity*	Afternoon Meeting Math Focus Lesson Checking in with online students during independent practice Small group teaching during workshop model Online students given asynchronous activity*	Afternoon Meeting Math Focus Lesson Checking in with online students during independent practice Small group teaching during workshop model Individual support during workshop model

School Buildings

Safety Protocols



Cleaning Protocols



Refreshed Cleaning Methods/Processes

FCPS cleaning personnel will be sanitizing and disinfecting more frequently. Their cleaning protocol will include thoroughly disinfecting and sanitizing all surfaces, doors, toilets, and handles, and ensuring that all supplies are always fully stocked.

Increased Cleaning to High-Touch Surfaces/Points

FCPS cleaning crews will be sanitizing touch surfaces/points thoroughly such as door handles, glass, elevators buttons, doors, tables, chairs, and light switches. Daytime custodians have been instructed to continuously disinfect and sanitize all touch points throughout the day. In addition, we will be increasing daytime custodian coverage where appropriate, depending on building occupancy.

Lunch



If students bring lunch from home, they should use disposable bags when possible (no lunch boxes).

FCPS will offer grab and go lunches for all students.

We are hopeful that students will use the cafeteria, seating will be assigned.

Masks will be required when students wait in the cafeteria line, but not required when eating.

For students participating in virtual learning, grab and go meals are still available to all FCPS students at school sites and on bus routes.

Library



School librarians will provide library services and instruction for students virtually, in their classrooms, or in the library following social distancing and safety guidelines.

Library staff will assist students in **PreK through grade 2** with book checkout.

Students in **grades 3 through 12** will use self-checkout stations that limit contact.

Schools have the option to provide **curbside checkout** to students not attending school in person.

Books that are returned to the library will have a **7-day isolation period** before they are available again to students.

School staff will communicate how **virtual students** can check out books.

School Health Room

Support to students in the health room will continue to be provided by the School Health Aide. FCPS personnel will staff the **isolation room**.

Students with Individualized Health or Action Plans who require specialized care, medication administration and emergency care will be seen in the **health room**.

Parents will be required to bring in medications needed to support their student during the school day prior to or on the first day of school.

Recess in Elementary Schools

Shared equipment, such as playground equipment, balls, ropes, and other items will not be used during recess.

School staff will encourage students to play games or activities that minimize close physical contact and allow for social distancing unless otherwise directed by an FCPS staff member.

Face coverings may be temporarily removed during recess, while under the supervision of school staff, as long social distancing can be maintained at a distance of 10 feet or more at all times.

Students will wash their hands with soap for at least 20 seconds before returning to class.

Student and Family Safety Protocols



FCPS Approach to CDC's 5 Mitigation Strategies



Consistent and Correct Use of Masks

- New FCPS Regulation: Face Coverings to Mitigate the Spread of Infectious Disease (Regulation 2109)
- Face coverings will be worn by staff and students.
- Face coverings will be provided to students unable to provide their own.



Cleaning and Disinfection

- Daily sanitizing of high touch areas (doorknobs, handles, fixtures, etc.) with medical grade sanitizing solution
- Frequent monitoring and cleaning of restrooms throughout the day
- Contracted cleaning services utilized as needed



Contact Tracing in Collaboration With Local Health Department

- Collaborate with County Health Department in response to outbreaks in order to implement all necessary health and safety protocols
- Establishment of isolation rooms



Social Distancing to the Largest Extent Possible

- Six foot separation wherever possible; limited mixing among student groups
- Social distancing on buses in accordance with health and safety protocols
- Desks will be separated by up to a six feet distance, facing same direction
- Students will eat meals in classrooms whenever possible
- Student traffic patterns that maintain social distancing
- Limit volunteers/visitors in buildings



Hand Hygiene and Respiratory Etiquette

- Students will wash hands for at least 20 seconds after blowing nose, coughing, or sneezing; before eating; upon entering classrooms; breaks will be provided for hand washing.


Health Screening Commitment Form

Important!

Parents/guardians who chose in-school instruction for their child will be required to complete a [Parent/Guardian Health Screening Commitment form](#) as students are phased back into in-person learning.

The document indicates the parental/guardian's agreement and commitment to completing a daily health screening prior to sending the student to school and also to keep ill students at home. These health screenings will be done on an honor basis and will not be required to be submitted to the school each day.

Families can complete this form in [ParentVue](#)
– OR –
submit the form to your child(ren's) school.



Parent/Guardian Health Screening Commitment Form

To protect our children and staff, I commit to complete a daily health screening of my child using the COVID-19 Health Screening Questions and to not to send my child to school when he/she is sick or feeling unwell with the symptoms consistent with COVID-19. This commitment will apply to all school-age children in my home.

I agree to screen all school-aged children in my home each day prior to sending him/her to school and agree to keep my child at home if he/she has:

- Feeling feverish and/or having chills (if documented temperature/fever of 100.4F or greater)
- A new cough not due to another health condition
- A new sore throat not due to another health condition
- New chills not due to another health condition
- New muscle pain not due to another health condition or that may have been caused by a specific activity such as physical exercise
- New loss of taste or smell

I understand that the COVID-19 Health Screening Questions may change over time as required by the Centers for Prevention and Disease Control (CDC) and that Fairfax County Public Schools (FCPS) will update the health screening questions, as required. FCPS will communicate any necessary changes to me and I agree to continue daily health screenings based on the current requirements.

I agree not to send my child to school if he/she has any of these signs of COVID-19 until:

- o My child tested negative for COVID-19 and is otherwise well enough to go back to school **OR**
- o A healthcare provider has seen my child and documented a reason for the symptoms other than COVID-19 **OR**
- o All are true: 1) at least 10 days since the start of symptoms AND 2) fever free off anti-fever medicines for 24 hours AND 3) symptoms are getting better.

I agree not to send my child back to school if he/she is diagnosed with COVID-19, until the following are met:

- o It has been at least 10 days since my child first had symptoms **AND**
- o My child has had no fever off anti-fever medicines (ex: Tylenol, Ibuprofen) for 24 hours **AND**
- o My child's symptoms are getting better

If someone in my household has been diagnosed with COVID-19, or my child is exposed, I agree to keep my child home for 14 days after their last exposure to the household member.

***Exposure is defined as spending more than 15 minutes within six feet of a person with COVID-19 or having exposure to the person's respiratory secretions (for example: coughed or sneezed); shared a drinking glass or utensils; kissing while they were contagious. A person with COVID-19 is considered to be contagious starting 2 days before they became sick, or 2 days before they tested positive if they never had symptoms.**

If someone in my household develops fever, new cough, shortness of breath or two of the following: sore throat, chills, muscle pain, headache, new loss of taste or smell, I will get that person evaluated and tested for COVID-19. If that person tests positive, I will keep my child home for 14 days after their last exposure to this household member OR as above if my child tests positive.

Child's name: _____

Parent/guardian name: _____

Parent/guardian signature: _____

Date: _____

Revised 8.9.20

Daily Temperature Checks



FCPS will be doing daily temperature checks. Please be aware that these protocols may change based on public health guidance.

Bus Stop: Parents and guardians of elementary students in grades PreK-6 and students identified as **Must Be Met** will be required to accompany their child at the bus stop each day.

A parent designee, or a responsible middle school or older sibling may also accompany the student to the bus stop.

School Entry: Temperatures will be taken for all students entering the building.

During School: Temperatures will be taken throughout the day for any student who:

- Arrives late to school.
- Takes off their face mask during the day and refuses to put it back on. This requirement does not apply when students are eating and drinking, sleeping, or during exercise, under the supervision of school staff.

At any time, if the temperature of a student is greater than or equal to 100.4° Fahrenheit, the student will be taken to an isolation room for further screening.

Face Coverings/Masks



All students who are two years old and up are required to wear face coverings (cloth or disposable) while on school property.

Face coverings will be provided to students unable to provide their own.

Any student requesting an exemption to wearing a face covering due to a medical exemption needs to provide the school a written statement from his or her physician confirming that not wearing a face covering is medically necessary.

Bus Transportation



Parents will receive information about bus schedules prior to start.

Seating capacity will be reduced to allow for social distancing. Temperature checks will be done at the bus stop. As more students return, daily temperature checks for all students may need to be reconsidered.

- Parents and guardians of elementary students in grades PreK-6 and students identified as **Must Be Met** will be required to accompany their child at the bus stop each day.
- Students demonstrating a temperature greater than or equal to 100.4° Fahrenheit will not be able to board the bus and will be sent home with the parent/guardian.
- A student not accompanied by a parent/guardian registering a temperature will not be able to board the bus, however school staff will contact the parent to meet the student at the bus stop.
- Students are reminded to wear a face coverings when riding the school bus.
- Students will be required to sit in seats as marked on the school bus.

Continues

Bus Transportation (Continued)



- Bus stop information will be available at the school and in [ParentVUE](#).
- **Here Comes the Bus** app is available and provides school bus arrival information.
- We are following the 2020-21 bell schedule at this time.
- We will likely transition to the hybrid bell schedule by second semester.
- No changes expected changes to bell schedule for students in Group 5 or Group 6
- As larger groups of students return for in-person learning, we do anticipate changes to the bell schedule, as shared during the [School Board Work Session on June 15, 2020](#).
- Date of when bell schedules will change is not yet known.
- Social distancing requirements limit capacity on school buses.
- A bell schedule change will impact both in-person learning as well as students who are doing full-time virtual learning.

School Arrival and Dismissal

- Student's will be allowed in the building at 8:40. They will go directly to the classrooms and sit in the hallways 6 feet apart.
- First bell is at 8:40, tardy bell at 8:50
- No parents will be allowed in the building at arrival or dismissal.
- While we highly encourage no late drop offs or early pickups, please call the office prior if you need to make those arrangements
- Door 9 will be closed.
- Door 1 will be open for bus riders and walkers
- Kiss and Ride will enter in the back parking lot by the gym

Social Distancing at School



Social distancing should be maintained as much as possible. Exceptions may occur when a student requires support for activities of daily living that may make staff unable to maintain a distance of six feet. In all other cases, six feet of social distancing should be maintained as much as possible.

- Six foot separation wherever possible; limited mixing among student groups.
- Social distancing on buses in accordance with health and safety protocols.
- Desks/seats will be separated by up to a six feet distance, facing same direction.
- Students will eat meals in classrooms whenever possible. Each school will determine their best meal distribution process.
- Student traffic patterns in hallways will be set up to maintain social distancing, including during arrival and dismissal.
- Students transitioning to after school care will also follow traffic patterns in the hallways to maintain social distance.

Handwashing



Students will wash their hands with soap for at least 20 seconds after blowing their nose, coughing, or sneezing; before eating, and upon entering classrooms.

There will be breaks provided during the day for handwashing.

Automatic hand sanitizer dispensing stands have been placed at school entrances and 1-gallon pump containers of hand sanitizer are available in all classrooms.

School Supplies and Communal Classroom Items

Students **will be required to label and maintain their own** personal set of required classroom supplies.
keep them in their backpack and take them to and from school each day.



Students will not be allowed to share electronic devices, toys, books, games or learning aids unless they can be cleaned or disinfected.

Students **should bring their own water bottle** for use during the day.

Water fountains can be used to refill water bottles if practical, but students and staff should not be drinking directly from any water fixtures; individual water bottles should be used instead.

Whenever possible, and when developmentally appropriate, supplies/school materials should be placed directly into backpacks by students.

Student Laptop

Students returning for in-person school should plan to bring their FCPS-assigned laptops with them to school and take that laptop home each day to support digital learning activities in school as assigned by their teacher.

Extra laptops may not be available in all classrooms.

The laptop should be fully charged each morning to ensure it is ready to use when the students get into the classroom. This helps limit the number of shared surfaces among students.

Parents should not spray disinfectant spray on the device or apply hand sanitizer directly on the device as it may damage the electronics. Parents may use an alcohol wipe or disinfectant wipe to gently wipe down the laptop and keyboard if necessary.

Visitors to FCPS Facilities

When possible (unless an emergency) visitors must **schedule appointments prior** to visiting a school by contacting the main office.

All visitors will be required to **complete a health screening questionnaire** and must submit to a temperature check prior to entering the building.

All visitors are required to **wear a face covering** (cloth or disposable) while on school property and inside FCPS facilities.

Visitors who do not have face coverings will be provided a disposable mask upon entering a school.

Visitor access should be limited to essential activities.

| If Sick at School





Becoming Ill While at School

Students will be sent home if they demonstrate:

- fever greater than or equal to 100.4 Fahrenheit
- new chills
- new cough
- new sore throat
- new muscle aches
- new loss of taste or smell
- nausea, or diarrhea

Parents/guardians will be notified and are expected to pick up their child within one hour of notification. Parents are to check in with the front office.

FCPS follows protocols provided by the Fairfax County Health Department (FCHD). Each case will be handled individually in accordance with the FCHD established communicable disease and contact tracing protocols.

FCPS will follow health department guidelines for communicating information to parents/guardians. For more information visit www.vdh.virginia.gov.

Student Illness at Home

If a student becomes ill at home, STAY HOME.

Parents need to contact the school and report the reason for their child's absence.

Parents will need to follow established procedures when contacting the school regarding student illness.

Parents/guardians will be required to complete and return the [Permission to Return to School/Child Care Form](#) when the student returns.

The form will be completed by the health care provider and will indicate to the school when the student may safely return.

Returning to School After Illness

Families will receive guidance from the FCHD Public Health Nurses (PHNs) and School Health Aides (SHAs), identified as the school health team as to when their student can return to in-person learning.

Students who are showing signs of COVID Like Illness may not return to school until:

- Student has tested negative for COVID-19 **OR**
- A healthcare provider has seen the student and documented a reason for the symptoms other than COVID-19 **OR**
- All of these are true:
 - 1) at least 10 days since the start of symptoms **AND**
 - 2) fever free off anti-fever medicines for 24 hours **AND**
 - 3) symptoms are getting better

Students who have been diagnosed with COVID-19, may not return until:

- At least 10 days have passed since symptoms started
- The student has had no fever or anti-fever medicines (ex: Tylenol, Ibuprofen) for 24 hours **AND**
- The student's symptoms are getting better

Students who have been exposed to COVID-19:

If someone in the household has been diagnosed with COVID-19, or the student is exposed, the student must remain home for 14 days after their last exposure to the household member.

Response to COVID Case in a Classroom

With one confirmed case of COVID, the classroom will transition to 100% virtual learning for up to 14 days from the date of onset.

The school health team, will support the contact tracing process in our schools.

Individuals who are identified during the contact tracing will receive notification, as directed by the FCHD. The community will also be notified that a COVID case has occurred in a cohort and the contact tracing process has been initiated.

Upon the conclusion of contact tracing, cleaning and disinfecting, students and staff in the cohort will be notified as to when they will return to in-person learning.

The length of time for this process may be shorter than 14 days based on results of contact investigation and tracing by the FCHD. The community will also be notified that the contacting tracing has been completed and of any further recommendations.

Response to Two or More COVID Cases in a School

As related to school closure, FCPS will work closely with the FCHD to make the determination as to whether or not an entire school will be required to transition to distance learning based on contact tracing.

Should multiple linked cases occur, the community will receive **immediate communication** of an outbreak and all students would be transitioned to distance learning for a period of time.

A **follow up communication** will go out to the community when in-person learning may resume, as recommended by the FCHD.

| Resources



Mental Health and Wellness

All children and youth face challenges from time to time managing emotions such as feeling depressed, anxious, or worried.

As students prepare to return to in-person learning, these emotions may be heightened.

Our school counselors, school psychologists, and school social workers are available to support all students as they transition back to their school buildings.

If you or someone you care about is experiencing a mental health crisis, or if you believe there may be a mental health emergency, call 911. Additional resources are available at www.fcps.edu and search [Mental Health Emergency Services](#).

FCPS - Helpful Links



[Instruction Update for Small Groups](#)

[Mental Health Resources and Emergency Services Information](#)

[Parent/Guardian Health Screening Commitment form](#)

[ParentVue](#) – where parents can access information about their child(ren)

[Return to School](#)

[Student Health and Safety Guidance Document](#)

Plus

[Centers for Disease Control and Prevention](#)

[Permission to Return to School/Child Care Form](#)

[Virginia Department of Health](#)

“How-To” Videos - Links

[Mask-Wearing](#)

[Riding the Bus](#)

[Return to School Daily Procedures](#)

[ParentVue](#)

School Contacts

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