



A FAMILY GUIDE FOR 2020-21 RETURN TO SCHOOL



February 9, 2021
Woodburn Elementary for the Fine & Communicative Arts



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

- 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.

Student Groups Phase-In Timeline



STUDENT GROUPS	Student In-Person Start Dates (Tuesdays)
VHSL Activities & HS Co-Curriculars	January 26
Intervention Cohorts - Elementary, Middle, High	January 26
Group 1-4 (8,000 students): Select CTE and Spec. Ed.	February 16 (New Bell Schedule Starts)
Group 5 (7,000 students): PreK-K and Spec.Ed.	February 23
Group 6 (13,500 students): Grades 1-2	March 9
Group 7 (27,500 students): Grades 3-6	March 16
Group 8 (24,500 students): Grades 8, 9, 12 Poe, Glasgow, Holmes - Grade 8	March 2
Group 8 (24,000 students): Grades 7, 10, 11 Poe, Glasgow, Holmes - Grade 6-7	March 9

***MS/HS will schedule orientation sessions for students new to the building**

Woodburn's Bell Schedule

- Woodburn's New Bell Schedule:
 - 9:45-4:15 pm
 - Starts February 16
 - For both in-person and virtual students
- Revised schedule shared in last week's community newsletter
- Revised schedules will also be posted on grade level Blackboard 24/7 pages

Additional Planning & Prep Days for Teachers

The dates below will be fully asynchronous (independent learning) for students so that teachers have time to plan for the transition to in-person learning.

Grades 1 & 2

- March 4 and 5

Grades 3-6

- March 11 and 12

Transition Dates

If changing teachers, students will transition to new classrooms on the following dates:

Grades 1 & 2

- March 2: Last day with current class
- March 3: First day with new class

Grades 3-6

- March 9: Last day with current class
- March 10: First day with new class

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.

- 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.

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.

Full-Time Virtual Instruction

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




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



Example of Phase-In Concurrent Instruction

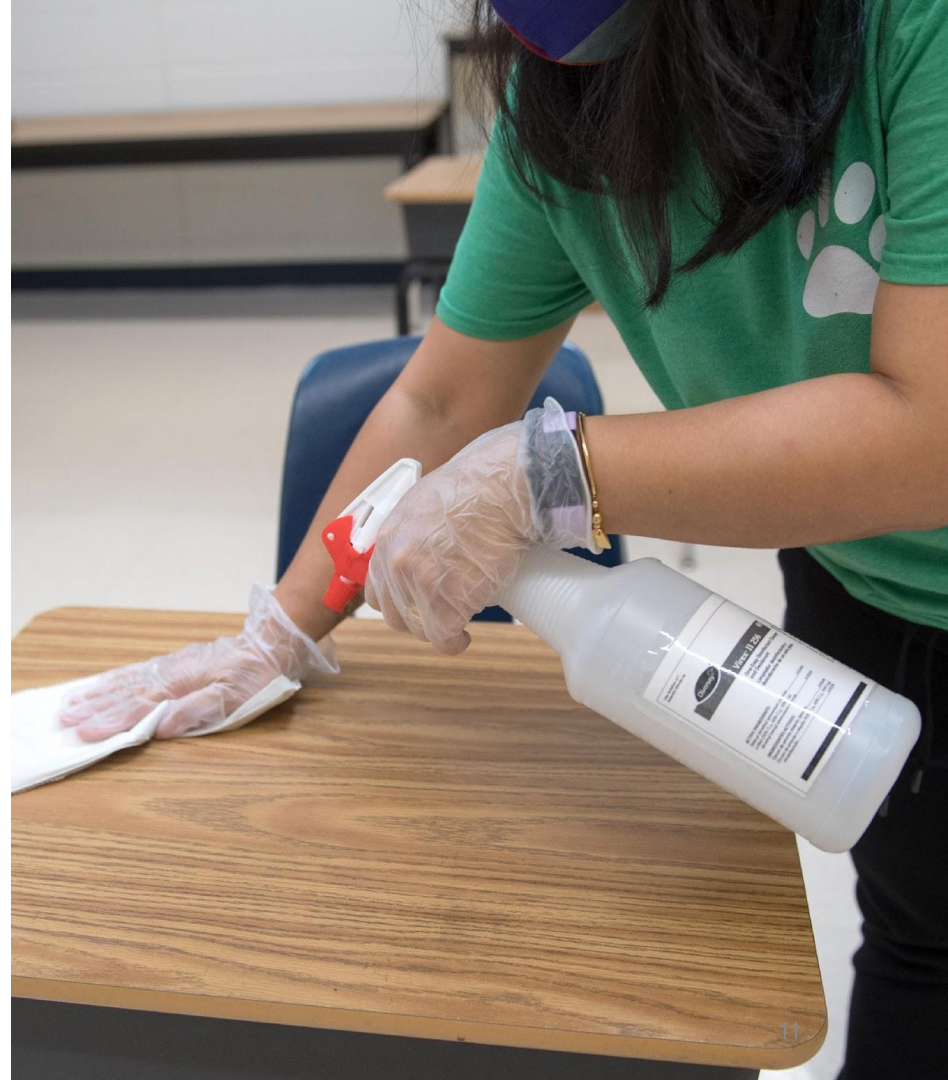
All online and in-person students will receive instruction at the same time.

*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



- **Lunch will be eaten in classrooms**
 - Maintaining 6ft of social distancing will be required.
 - Masks will be required when not eating.
 - FCPS offers grab and go lunches for all students.

Recess in Elementary Schools

Playground equipment is currently off-limits at recess.

Staff will encourage students to play games or activities that minimize close physical contact and allow for social distancing.

Everyone must wear masks at all times because occasional close contact is expected during play.

10 ft. distance is to be maintained during physical activity.

Students will wash their hands with soap for at least 20 seconds at the end of the recess period before returning to class.

Bring Laptops and Supplies Each Day

Students need to bring:

- Laptop and charger
- Water bottle (optional)
- Any supplies requested by their classroom teacher



Students will have individual containers to store supplies at school. We will also provide additional supplies.

School Supplies and Communal Classroom Items



- 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.

Student Laptops

Students should bring their FCPS-assigned laptops with them to school **and** take that laptop home each day.

Laptop should be fully charged each morning and ready to use.

DO NOT use 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.

School Health Room

Support to students in the health room will continue to be provided by the School Health Aide.

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.

***Reminder that health requirements, including necessary documentation for required immunizations, tuberculosis screenings, physicals and Tdap must be met before a student can return to “in-person” learning.**

Care Room

We have a predetermined care room that is a designated location for students who exhibit symptoms of COVID-19 while at school.

It is separate from the health room.

The Care Room is necessary due to the requirement for social distancing and room capacity.

Administration will supervise students in the Care Room while waiting for the parent to pick up the student.

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.

Safety Teams

Correct and consistent implementation of the mitigation strategies allows FCPS to provide students with in-person instruction even if COVID-19 transmission rates are high in the community.

CDC says that as schools re-open for in-person instruction, it is important to have systems in place for monitoring and assessing COVID-19 mitigation strategies.

Safety Teams

What will Safety Teams be doing?

They will spend about two hours observing multiple locations at the school:

- Arrival or dismissal
- Classrooms
- Care rooms
- Staff break rooms
- Kitchen
- Cafeteria, if observing during lunchtime
- Outdoor play areas, if observing class during recess
- Other common areas frequented by students


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: _____

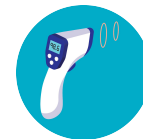
Date: _____

Revised 8.9.20

Stop the Spread



Daily Temperature Checks



Fairfax County Public Schools (FCPS) will no longer conduct daily temperature checks for students, staff and visitors.

The Centers for Disease Control and Prevention (CDC) does not recommend schools conduct symptom screening for all students in grades K-12 on a routine (e.g. daily) basis.

- Symptom screening will identify only that a person might be sick, not that the person necessarily has COVID-19.
- Accuracy of thermometers is limited in extreme temperatures

The CDC recommends that parents, caregivers or guardians, should monitor their children for symptoms of infectious illness every day through home-based symptom screening.

Students, staff and visitors still required to complete a daily health screening questionnaire.

Any student, staff or visitor demonstrating symptoms of illness should stay home to help stop the spread of COVID-19.

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.

Face Coverings



Bus Transportation



- Families will receive information about bus schedules prior to start.
- Seating capacity will be reduced to allow for social distancing.
- Students are reminded to wear a face covering when riding the school bus.
- Students will be required to sit in seats as marked on the school bus.
- 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.

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.
- Student traffic patterns in hallways will be set up to maintain social distancing, including during arrival and dismissal.

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.

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**

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. Visitors will not enter the building unless we feel it is necessary.

| 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, abdominal pain
- poor appetite
- nasal congestion or runny nose
- shortness of breath or difficulty breathing not due to another health condition
- more tired than usual
- headache

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

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:

- The parent/guardian provides the school, a completed “Return to School” portion of the Sick Student Notification and Return to School Form.

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

- At least 10 days have passed since symptoms started **AND**
- 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 school.

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



[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

Main Office: 703-641-8200

Reporting an Absence:

- **Call:** 703-641-8282
- **Email:** WoodburnElem.Attendance@fcps.edu
- **Online Form:** <https://woodburnes.fcps.edu/about/attendance-form>

Administration:

Katy Richman - kjrichman@fcps.edu

Bridget Louder - bglouder@fcps.edu

