



Checklist for in-person instruction, TK-grade 5. Welcome back to school!



Welcome back! Beginning the week of October 5, students in transitional kindergarten through grade 5 will begin transitioning from remote learning to in-person instruction, utilizing a phased-in hybrid learning model. Here is an important checklist for elementary families to prepare for their arrival at school.

THIS WEEK

- ☐ **Face covering.** Please supply your child with two or more face coverings that are comfortable and effective in mitigating virus spread. An additional mask is necessary if the first becomes soiled. The school will supply a disposable mask if a student doesn't have one.
- ☐ **Breathable mask storage bag.** Please provide a non-plastic bag for mask storage during snacktime, recess and other breaks. A fabric pouch or paper lunchbag with the child's name is appropriate. No plastic Ziploc bags or lanyards, please.
- ☐ **Cohort assignment and health screening agreement in ParentVUE.** Log into ParentVUE to view your child's cohort assignment. Please complete the one-time COVID-19 School Health Screening Agreement, which allows you to review the Oakland County Health Division screening form and agree to perform daily symptom screenings prior to your child's arrival at school or school-related activities.

EACH SCHOOL DAY

- ☐ **At-home health screening.** Each day, families should assess children for illness based on symptoms including: fever (100.4 degrees or greater), chills, sore throat, headache, cough, muscle or body aches, diarrhea (two times in 24 hours), extreme fatigue, shortness of breath or difficulty breathing, new loss of taste/smell, nausea or vomiting (two times in 24 hours), or congestion or runny nose. The COVID-19 symptom checklist can be found at: https://www.oakgov.com/covid/resources/signschecklists/CV19%20Symptoms%20List_Ltr.pdf. **Students with signs or symptoms of illness should not ride the bus or come to school.**
- ☐ **Mask and storage bag.** Check that your student has a mask and storage bag. Masks must be worn prior to entering a bus or school building.
- ☐ **Boarding the bus.** Students will use hand sanitizer upon entering the bus. Seating will be assigned. Please follow instructions from transportation staff.
- ☐ **Check building entrances.** Schools will ask students to enter through designated doors to reduce congestion. Please follow school instructions regarding entering and exiting the building, traffic flow in hallways, and protocols in classrooms.
- ☐ **Snacks, lunch and food service.** Eating is only allowed in designated areas, according to each school's guidelines. Cafeterias will utilize pre-packaged food (to start), physical distancing, and proper handwashing, hygiene and disinfecting. Masks may be removed and stored in a bag during lunch time.
- ☐ **Recess.** Please be sure to dress your children for the weather and provide proper outerwear for outdoor recess. During recess, masks will be stored safely and students will practice physical distancing.

EACH DAY AFTER SCHOOL

- **Timely exit.** In order to reduce traffic in our buildings and complete thorough daily cleaning, students, staff and visitors are asked to leave school as soon as possible. Buildings should be vacated by 4:30 p.m., unless special circumstances permit guests in limited areas for school-age care, principal-approved school activities, etc.
- **At-home mitigation.** Families are asked to practice personal responsibility in mitigating health risks by using proper face coverings, hygiene practices and physical distancing within their normal daily routine. By modeling these actions in your home, your student will be well-prepared for school. Partnerships and consistent practices among our families, schools and community are crucial to health, safety and viral containment.
- **Continued health and contact monitoring.** Please be mindful of health symptoms in your own family and close contacts.
- **Follow Oakland County Health Division guidance.** If you have close contact with a COVID-19 individual, you are asked to stay home for 14 days and monitor your health. See the OCHD's close contact quarantine guidelines here: <https://www.oakgov.com/covid/resources/signschecklists/Close-Contact-Quarantine-Guide.pdf>.
- **Communicate with your teachers and principal as needed.** With many uncertainties in this environment, families are asked to communicate with their teachers and school administrators regarding academics, absences, continued learning plans, protocols and student needs. We want our students to be successful in their learning.

REMINDERS

- **Early-start and late-start schools.**
 - Early-start elementary schools are: Baldwin, Brewster, Delta Kelly, Hamlin, Hampton, Hugger and University Hills. For these schools, in the short-term hybrid model, a half-day is 8:10-11:25 a.m. (Oct. 8 and 9). A full day is 8:10 a.m. – 2:33 p.m. (Starting Oct. 12)
 - Late-start elementary schools are: Brooklands, Long Meadow, McGregor, Meadow Brook, Musson and North Hill. For these schools, in the short-term hybrid model, a half-day is 8:55 a.m. – 12:10 p.m. (Oct. 8 and 9). A full day is 8:55 a.m. – 3:16 p.m. (Starting Oct. 12)
- **Weekly hybrid schedule.** The short-term hybrid schedule is based on cohort groups to reduce density in classrooms. Beginning Oct. 12, cohort A attends in person on Monday and Tuesday; cohort B attends in person on Thursday and Friday. When students are not in-person, they will have time for independent asynchronous learning, consisting of teacher-provided assignments that are not live or real-time interactions. On Wednesdays, all students in cohorts A and B will join together for live/synchronous remote learning from 8:30 – 11:30 a.m. with their teacher.
- **Follow school instructions.** Principals will be sharing detailed information for each school.

Elementary (TK-5) Hybrid Learning Model, Oct. 5-9

	Monday	Tuesday	Wednesday	Thursday	Friday
Cohort A	Follow temporary remote learning schedule	Follow temporary remote learning schedule	Follow temporary remote learning schedule	Early start 8:10 – 11:25 Late start 8:55 – 12:10 In-person	Asynchronous learning
Cohort B	Follow temporary remote learning schedule	Follow temporary remote learning schedule		Asynchronous learning	Early start 8:10 – 11:25 Late start 8:55 – 12:10 In-person
ASD, SXI, CI, EI	Early start 8:10 – 11:25 Late start 8:55 – 12:10 In-person	Early start 8:10 – 11:25 Late start 8:55 – 12:10 In-person		Early start 8:10 – 11:25 Late start 8:55 – 12:10 In-person	Early start 8:10 – 11:25 Late start 8:55 – 12:10 In-person

Elementary (TK-5) Hybrid Learning Model, starting Oct. 12

	Monday	Tuesday	Wednesday	Thursday	Friday
Cohort A	Early start 8:10 – 2:33 Late start 8:55 – 3:16 In-person	Early start 8:10 – 2:33 Late start 8:55 – 3:16 In-person	8:30 – 11:30 Synchronous remote learning Teacher planning/collaboration in the afternoon	Asynchronous learning	Asynchronous learning
Cohort B	Asynchronous learning	Asynchronous learning		Early start 8:10 – 2:33 Late start 8:55 – 3:16 In-person	Early start 8:10 – 2:33 Late start 8:55 – 3:16 In-person
ASD, SXI, CI, EI	Early start 8:10 – 2:33 Late start 8:55 – 3:16 In-person	Early start 8:10 – 2:33 Late start 8:55 – 3:16 In-person		Early start 8:10 – 2:33 Late start 8:55 – 3:16 In-person	Early start 8:10 – 2:33 Late start 8:55 – 3:16 In-person