

**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.

Miami Shores Elementary will implement staggered arrival times for students opting to return to the schoolhouse. Students in grades kindergarten and first will arrive no later than 8:10am and students in grades 2nd – 5th will arrive between 8:20am – 8:35am. K/1st grade students will report directly to their classrooms, 2nd/3rd graders will report to the cafeteria and 4th/5th will report to designated spill out areas. Grab-n-go breakfast will be served to all students in designated areas.

Dismissal Procedures During Stage II

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

Miami Shores Elementary will implement staggered dismissal times. Pre-k and Kindergarten will be dismissed at 1:55pm and 1st grade will be 2:05pm daily. On Wednesdays, 1:45pm (Pre-k) 1:50pm (Kindergarten) and 1:55pm (1st grade). On Wednesday, Pre-K-1st will be dismissed on N.E. 105 street.

Students in grades 2-3 will be dismissed at 3:00 pm daily. On Wednesdays, they will be dismissed at 2:00pm.

Students in grades 4-5 will be dismissed at 3:05 pm daily. On Wednesdays, they will be dismissed at 2:05 pm.

Students' dismissal areas as follows:

2nd grade – 3:00 pm – Exit near group restroom near room 106

3rd grade – 3:00 pm – Exit near group restroom near room 109

4th grade – 3:05 pm – Exit east stairs near back parking lot

5th grade – 3:05 pm – Exit east stairs near back parking lot

Students will have grade level identified areas to stand with at least 3 feet 3 inches apart to ensure social distancing during dismissal time. Supervision will be provided by the classroom teachers and special area teachers. Continued use of facial coverings will be monitored by identified staff members.

All bus students will be dismissed utilizing the exit on N.E. 105 street.

Breakfast/Lunch During Stage II

Grab-n-go breakfast will be served to all students in designated areas. K/1st grade students will report to their classrooms, 2nd/3rd graders will report to the cafeteria and 4th/5th will report to designated spill out areas.

Miami Shores Elementary will use our cafeteria dining areas for student lunch periods. We will implement 3 lunch periods each day by grade levels. Approximately 120 students can safely be accommodated in the cafeteria at a time.

10:40am – 11:10 am Kindergarten/1st Grade (Approximately 78 students)

11:20am – 11:50 am 2nd Grade/3rd Grade (Approximately 107 students)

11:20am – 11:50 am Pre-kindergarten (Approximately 12 students)

12:00pm – 12:30 pm 4th Grade/5th Grade (Approximately 113 students)

Students will use one entrance to enter lines A and B. Students will exit the two doors (northeast/southeast) of the cafeteria. Cafeteria rules will be reinforced to ensure students are safe and socially distancing during the 30-minute lunch period.

Cafeteria seats are labeled with “do not sit here” signs to help students identify acceptable distance seating. All students will be facing one way during lunch. Supervision will be provided during all 3 lunch periods by cafeteria monitor, security monitor, and teachers volunteering to assist during their lunch time.

Signage has been placed in the cafeteria to direct students and control the traffic flow and decrease student interactions.

Garbage cans will be used to prevent unnecessary movement during the lunch period. We will use 5 garbage cans for each lunch period. Our Lead Custodian, Mr. Benjamin and Hourly Custodian, TBA will ensure cans are emptied by the end of the next lunch period. A 10-minute transition period has been scheduled to ensure our custodian have enough time to clean all tables and empty the garbage prior the beginning of the next lunch.

After School Care During Stage II

Miami Shores Elementary will continue our Principal-Operated After Care Program to provide parents with a safe option during after school hours. Parents entering the campus will enter our single point of entry and will sign students out in the After-School Care Office (Room 105A).

- Sign out system will include daily sign-out sheets individual student folders to reduce the number of individuals touching the sheets.
- Containers for “used” and “unused” pens will be in place for parent use.

- **Used pens will be sanitized after use and at the end of the workday.**

After School Care Office will call After Care Leader to have student report to the After-School Care Office. Parents/guardians will not be allowed to walk to the grade level rooms.

A new sanitizing station has been placed in the After-School Care office for student, parent, and staff use.

Student groups are to remain with the same staff member during after school care hours. Student to staff ratio will be 12 to 1 when possible. After school snacks will be provided in the classrooms. Students will use group restrooms located at end of each hallway in building 1 on the south side of the school.

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.

Miami Shores Elementary will have teachers to transition to classrooms to limit the number of interactions and additional movement in the hallways. School Security Monitors (Wilmore, Morgan, and Perez) will assist with reinforcing social distancing as they enter the building, exit the building, and walk to and from lunch. Facial covering will be reinforced throughout the day by all adults in the building.

Hallways in building 1 (east and west) will be monitored on rotation by School Security Monitors (Wilmore, Morgan, and Perez) assigned throughout the day. This area is targeted due to the potential for “high traffic” based on the use of group restrooms and retrofitted water fountains.

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