

# Gurney Elementary School

## CHAGRIN FALLS EXEMPTED VILLAGE SCHOOLS

Rachel Jones, Principal • Sarah Read, Assistant Principal

November 4, 2020

Dear Gurney Parents,

The Gurney Staff and I are excited to share with you our plans for full days of school - both in person and virtual! But first, THANK YOU for working with us to make the first trimester a success! During a time of great uncertainty, you leapt with us into two school models that had only ever existed on paper - Hybrid and Virtual Academy. With your support, we made connections and now have the 2020-2021 school year moving in the right direction!

Now it's time to prepare for our next steps heading into the second trimester, beginning November 17. What follows is critical information regarding our **full day (and half day kindergarten), in-person school model. I apologize that this is lengthy but, we believe it is all information you should have.**

### **ARRIVAL and DISMISSAL: 8:30-8:45 am and 3:25-3:40pm**

**We strongly encourage the use of school bus transportation to/from school in an effort to avoid blocking traffic on Bell Road.**

These procedures will remain the same as they've been all year. If you are new to coming to school in-person, click [HERE](#) for the details.

[LINK to drop-off/pick-up Map.](#)

\*Half day kindergarten students can be dropped by car at 12:05pm or ride the bus mid-day. A Gurney staff member will be outside to meet our half day students at 12:05 each day and help them with arrival procedures inside the school.

### **INSIDE GURNEY ALL DAY!**

#### **Temperature Taking:**

Upon entering the building each day, all students will have their temperature taken. There are multiple face-scanning thermometers mounted on the walls by our main entrances. Staff will be monitoring students as they have their temperature scanned and they will be using hand-held thermometers to move students along quicker if at any time a line begins to form.

#### **Masks:**

Students are required to wear masks in the building and in their classrooms. Teachers will designate brief mask breaks when they feel it's appropriate and safe throughout the day.



**Handwashing:**

Students will be washing hands and/or using hand sanitizer frequently throughout the day in their classrooms, between activities, before/after recess and lunch, etc.

**Distancing:**

We will no longer be able to maintain 6 feet distancing between students in our classrooms. We will strive for 3 feet. In order to have space in classrooms for students to do movement breaks and move easily to get materials or use the restroom, their desks may be grouped in pods of 2s, 3s, or 4s. When desks are grouped, plastic desktop dividers will be on students' desks at all times for an added layer of protection.

**Materials:**

Students will have their own materials for all subject areas. Any materials that may be used by more than one student will be collected and safely sanitized by the teacher between student use (i.e. a book from the classroom library).

**Lockers/Cubbies:**

In Gurney, students are at their lockers/cubbies for very short periods of time. They hang their backpacks there at arrival, and they take all belongings into the classroom. At the end of the day they get backpacks before going home. When the weather gets cold, they will also be going to lockers/cubbies to get coats before/after recess and lunch. Teachers will stagger students being at their lockers/cubbies during these times to avoid close contact.

**Tiger Time:**

Students remain in their classrooms for all core instruction. Each grade level has two, 30 minute periods a day called "Tiger Time" in which teachers present NO new whole class instruction. These two periods are for teachers to meet with small groups or individual students and target support for their needs - enrichment, remediation, re-teaching, etc. Some students may go to another classroom for this. If your child goes to another classroom/teacher for Tiger Time, you will be notified. In those rooms, desks and chairs are wiped down between use and students wash/sanitize hands before and after being there.

**Restrooms:**

We will continue our system of students using clothesline clips outside of the restroom to signal how many are inside. All students know that when there are two in the restroom, they must wait in the hallway until one leaves in order to maintain distance.

**Hallways:**

We will be working to maintain one-way foot traffic in our Gurney hallways to eliminate cross traffic as classes move to recess/lunch and as classes move between Encore classes.

**Recess:**

All grades will have recess before lunch. For outdoor recess, we will be using the front playground blacktop, the soccer fields area, and the back playground/hill area. No more than two classes will be together in an outdoor play area. Classes grouped together will always be together for recess in an effort to limit exposure to others. Each class or group of two classes will have their own playground equipment (jump ropes, balls, hula hoops, etc.) - no other classes will ever use it. Equipment will be cleaned daily. \*K-6 Students will be required to wear masks even during recess. There will be designated areas where students may take mask breaks while appropriately distancing.

When we must have indoor recess (not often), students will remain in classrooms, in their designated spots. Teachers will provide set activities for students to do/play during this time. Gurney staff will supervise each classroom during this time.

**Lunch:**

All grades will be eating lunch in the gymnasium because it provides a tremendous amount of space for us to spread out tables and maintain appropriate distance. Students will have assigned seats. Only three students will be sitting at each eight (8) foot table, all facing the same direction and with plastic desktop dividers between them.

Boxed lunches will continue to be available to students who are buying a school lunch. We kindly ask that *parents pre-order lunches for students who are attending class in-person*. When pre-ordering for in-person students, select the "pickup" menu. In-person students will receive their lunch in the gymnasium at lunchtime.

Lunches are free for all students through the end of the school year, regardless of eligibility. No extra snacks or beverages will be sold. Milk will be included with each lunch. You will not need to fill out any forms in order to receive this benefit. Simply pre-order from the lunch menu on the District website or from the Nutrislice app. Your student's lunch account will not be charged. Lunches can be ordered up to five (5) days ahead of time up until 7:00 am the day of delivery/pickup. You may order lunch for multiple days at a time. Questions? Contact: Marti Jacobson, MS, RD, LD, Food Service Supervisor, [marti.jacobson@chagrinschools.org](mailto:marti.jacobson@chagrinschools.org), 440-247-5500 x4492.

**Encore Day**

We will be maintaining one day a week for each grade level as Encore Day. This will provide continuity for students from the first trimester, AND if we are forced to all be doing school remotely, our schedule for that model includes the same Encore Day each week for students. Additionally, the staff has discovered several benefits for their core instruction, student learning and grade level team collaboration with this model.

Your child's Encore Day will remain the same. We will have five Encore classes that students attend that day: Phys Ed, Spanish, STEM, Art and Music. Guidance lessons with Mr. Tschappat

will be provided monthly in general ed classrooms. Students will rotate through the Encore classrooms and teachers will have them all wash/sanitize hands before/after each class. Materials will be individualized and sanitized in between use, just as they have been all year. Each grade level's set Tiger Time periods will still exist during Encore Day. For students who do not see other teachers during Tiger Time, Encore teachers will be supporting their work assigned by classroom teachers such as iReady, keyboarding practice, independent/paired reading, etc.

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On behalf of the entire Gurney Staff, I want to assure you that we will work very hard to keep all of our students safe throughout the day. At the same time, we will be working to support all students in safely reconnecting with peers and making great academic progress. With your patience and support, we believe we can continue this school year successfully.

Sincerely,  
Rachel Jones, Principal