



Dear Wedgewood Families,

The WES administrative team, faculty and staff have been preparing to officially reopen school to students on September 14, 2020. What follows is the result of much thought, discussion and planning in collaboration with EBRPSS, guidance from Centers for Disease Control and Prevention (CDC) and the Louisiana Department of Education. We believe these plans will help us keep our community as safe and healthy as possible while returning our school to operations.

Our routines and daily interactions will look different this year and will adjust as needed to ensure adherence to health related policies and protocols. As we move forward, please know that safety is our priority with an equal focus on continuing to provide our students with a comprehensive education and experience. We look forward to partnering with all of you as we navigate the challenges that COVID-19 presents to us. As a Wildcat community, we are stronger together!

Best Regards,

Brandy D. Williams,  
Principal

## **Return to School Procedures**

### **Wellness and Logistics**

- **Temperature Checks**

- Temperature checks will be conducted upon arrival at school and/or during visits to the school nurse. Students with 100.4+ temperature may not remain on campus. Parents will be contacted to come pick students up and should call the front office upon arrival. A staff member will bring the student to your vehicle.

- **Arrival/Dismissal**

- School buses used to transport students must not exceed the following maximum capacity requirements: a. Phase One – 25%, including adults, of the maximum capacity of the bus as determined by the bus manufacturer; b. Phase Two – 50%, including adults, of the maximum capacity of the bus as determined by the bus manufacturer; and c. Phase Three – 75%, including adults, of the maximum capacity of the bus as determined by the bus manufacturer. Passengers on a school bus must be spaced to the greatest extent possible as follows: a. Phase One – Passengers must ride one (1) per seat except that members of the same household may sit in the same seat or adjacent seats. Every other seat on the bus must remain empty; and b. Phases Two and Three – Passengers must be dispersed throughout the bus to maximize social distancing to the greatest extent possible.
- Carpool students will have their temperatures taken prior to exiting the vehicle. Please have your window rolled down and be ready for daily temperature checks in the morning. This will help expedite the process. A staff member will come up to the vehicle to take your child's temperature.

- **In Case of Illness**

- Students who are COVID-19 positive must stay at home until deemed non-infectious by a doctor.

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- It is important that we care for one another and protect one another from illness to the fullest extent possible. Please follow these guidelines in case of illness in your household:
- Students who are sick should stay at home (regardless of illness).
- Parents are to report if their child has been on fever reducing medication in the prior 24 hours or has had a cough or shortness of breath or any COVID-19 related symptoms as designated by the CDC including body aches, headache, loss of taste or smell, nausea, sore throat, congestion and/or a runny nose.

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- **Hygienic Supplies**

- Students, employees, and school visitors shall be provided adequate access to hygienic supplies, including soap, hand sanitizer with at least 60% alcohol content, disinfectant wipes or spray, paper towels, and tissues. The quantity of hygienic supplies in each school or work location must be appropriate to the needs of that facility, and the quantity of hygienic supplies in individual classrooms must be appropriate to the role and the number and age of students or adults in such classroom. Students and employees are expected to bring their own face coverings with them to school and/or work each day. However, disposable face coverings shall be available at each school for students, employees, and guests who do not have their own coverings on a particular date.

- **Face Masks**

- While inside any school facility or on school buses, all students in grades 3 through 12 and all employees and visitors are required to wear face coverings to the greatest extent possible and practicable.
- Face Covering means a piece of material used to cover both the nose and mouth for the purpose of forming a barrier to droplets or airborne particles that are coughed, sneezed, or exhaled when talking. Face coverings are meant to protect both the wearer of the face covering and surrounding individuals.
- The face covering is considered part of the school uniform/dress code for both students and employees (see Board policy/student handbook/employee handbook). The failure/refusal of employees and students to wear such face coverings shall result in their immediate separation from others and, for students, notification to the parent/custodian. Thereafter, the incident shall be treated like all other violations of Board policy and/or the student/employee dress/grooming code.
- While inside school facilities or on school buses, students in grades preKindergarten through 2 may wear face coverings but are not required to do so.
- While inside school facilities or on school buses, children under two (2) years old may wear face coverings but are not required to do so. Face coverings need not be worn by employees or students who are outdoors and who are able to maintain social distancing of at least six (6) feet.
- Notwithstanding the above, any individual who contends that he/she has a disability or condition, which prohibits him/her from wearing a face covering inside school facilities or on school buses shall have the right to seek an exception to such requirement through the procedure outlined in Section J(1), (2), and (3) below.

- **Social Distancing**
  - Social distancing will be implemented to the fullest extent possible.
  - Classrooms will be arranged for 6ft. spacing.
  - Students will move about the building using designated flow paths during transitions between classes and activities.
  - Students will participate in recess and P.E. with social distancing and “hands-free” games or activities. If equipment is used, it will be sanitized after use. Students will sanitize their hands before returning to the classrooms.
  - Gatherings, such as assemblies and special events, will adhere to current Phase-level guidelines.
- **Visitors**
  - Throughout COVID-19 restrictions, visitors will be allowed in the school building only in extenuating circumstances. Essential visitors must comply with the minimum health and safety standards contained in this policy including, without limitation, hand washing, temperature checks, and the wearing of face coverings. Please call the front office for additional information.
- **Enhanced Cleanliness**
  - WES will operate using the increased cleaning protocols recommended by the CDC to ensure that all campus buildings are cleaned and disinfected consistent with that guidance. Antibacterial wipes/disinfectant spray will be used on high-touch and learning surfaces as groups change.
  - All individuals will use hand sanitizer at arrival, at every class change, before and after eating or using play equipment and at exit/dismissal.
- **Lunch**
  - Breakfast and lunch for each student shall be prepared by the cafeteria staff under the direction of the cafeteria manager. The cafeteria manager shall be responsible to see that meals are distributed to students in such a manner as to limit contact between the cafeteria staff and students.
  - To the extent possible, lunch will be served in the classrooms. Students will be seated appropriately and hygiene protocols will be followed.
- **Water Fountains**
  - In adherence with safety guidelines, water fountains will be turned off. Students should bring a water bottle with a closed top.
- **Emotional Well-being**
  - As part of the school’s planned reopening, guidance and administrative staff are always available to conduct individual and small group support

based on student, instructor and parent referrals to help students cope with any COVID-19 related issues: reentry stress, anxiety, trauma, and loss.