

Parent/Guardian & Student Handbook Addendum

Our students will be following the Four Pillars for a safe return to school outlined in the San Mateo County Office of Education Pandemic Recovery Framework, in conjunction with our district's Positive Behavioral and Interventions of Support - PBIS expectation of being respectful, safe and responsible. Our staff will remind students about following these expectations when these are not followed and put at risk themselves and others.

Item	Info
Drop off/Pick up	<p>Parent/guardian agrees to drop off the child at the designated time, no earlier or later, so as to not disrupt the carefully planned staggered drop off schedule.</p> <p>Parent/guardian agrees to pick up the child on time, no earlier or later. Students will remain in their designated zones on campus while waiting to be picked up by their teacher and maintain 6 feet of distance from other individuals. Parent/guardian agrees to update emergency contact information with the school office if that information changes at any time.</p>
Visitors	<p>Visitors will need to check in at the office and complete the wellness survey and take their temperature. Once cleared, the visitor may resume business activities. Parents will not enter the campus for volunteer activities but simply to drop off or pick up children.</p>
Wellness Screening	<p>Parents/guardians are required to complete a wellness screening for their child each day. Students will need to have their temperature taken upon arrival at school. Parent/guardian is also expected to monitor the child for any symptoms of COVID-19. People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:</p> <ul style="list-style-type: none"> • Fever or chills • 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 • Diarrhea <p>Parents/guardians are required to keep the child home and report to the school office if any of these symptoms are present.</p>
Mask Wearing	<p>All students are required to wear masks all day at all times upon return to in person learning, <i>EXCEPT when having snacks or lunch during break</i>. If your child has a documented medical reason for not wearing a mask, please contact your site Principal. Parent/guardian agrees to wash cloth masks or provide a fresh disposable mask daily.</p> <p>Students will wear masks correctly (mask covering the nose and mouth) during class time and at all other times when required to wear a mask.</p> <p>The following individuals are exempt from wearing a face covering:</p> <ul style="list-style-type: none"> • Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are

	unconscious, incapacitated, or otherwise unable to remove a face covering without assistance. • Persons who are hearing impaired, or communicating with a person who is hearing impaired.
Hygiene	Students will wash hands frequently throughout the day.
Physical Distancing	Students will be required to practice social distancing (i.e. stay 6 feet away from other students and staff at all times). Students must stay within their cohort in the classroom and on the playground. Zones will be identified for students to use during break times. Students must stay within their assigned zones. Students must practice social distancing at all times, including when transitioning between classes, to and from recess, to and from lunch, and when entering and exiting campus. Masks must be worn even when practicing physical distancing.
Sharing of Materials	Students may not share materials, equipment, food or anything else during the school day. School materials will be provided. Students must remember to bring their device to and from school daily and to make sure it is fully charged to start the day.

If protocols are not being followed, Teachers/Staff will:

- 1) Teachers remind students to abide by health guidelines one time up to two times.
- 2) The next reminder will be a referral to the office where parent/guardian may be called to pick up their child. Parent/guardian will be called if students refuse to follow any of the guidelines above and appropriate consequences will be administered if a child refuses to abide by these health directives.
- 3) The next reminder could be other disciplinary action.

Students will be sent home if they exhibit any symptom of COVID-19 during the day. Parent/guardian must pick up students within 30 minutes of receiving a call to pick up their child.

Please note that students and teachers in the pilot classrooms will remain home in transition to Distance Learning from Jan 4-15, 2021 in preparation for the return to in person learning on Jan. 19, 2021.

I agree to the Student Addendum as outlined above.

Child's Name: _____





Teacher: _____

Parent's/Guardian's Name: _____
information: _____

Parent/Guardian Contact

Parent/Guardian Signature: _____

Student Signature: _____

Student Expectations	Health & Hygiene 	Face Covering 	Physical Distancing 	Learning 
Respect	Follow directions from any Staff member	Wear your mask daily when around others	Keep a 6 feet distance at all times	Participate , listen, and follow your Teachers directions
Responsibility	<p>Stay home if experiencing flu-like symptoms or other indicators of COVID-19</p> <p>Keep track of your learning materials (pens, pencils, books)</p> <p>Use your own materials for learning, if you need something ask your Teacher</p>	Keep track of your mask if you take it off	Keep your hands to yourself	<p>Participate in all of your assignments, projects, discussions!</p> <p>Turn your work on time</p> <p>Communicate with your Teacher if you have questions</p> <p>Communicate with your Principal if absent</p>
Safety	<p>Cover your mouth when coughing, sneezing</p> <p>Wash your hands if you go to the bathroom, sneeze, or touch door handles</p> <p>Participate in and follow directions for temperature checks</p>	Wear your mask	Stay six feet apart from students and adults	<p>Communicate with an adult if you feel unsafe</p> <p>Use appropriate language towards others</p>