



Roadmap to REOPENING

Beiger Elementary School



IMPORTANT: The information in this document continues to evolve in accordance with ongoing updates and guidelines from local and state health officials. Please see the date/time indicators in the footer of every page to ensure you have the most current information. Thank you.

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FREQUENTLY ASKED QUESTIONS:

- [School City of Mishawaka: Roadmap to Reopening 2020 Phase I FAQ](#)
- *School City of Mishawaka: Roadmap to Reopening 2020 - Phase II FAQ - **Coming soon!***
- [Indiana State Department of Health FAQ](#)
- [Indiana Department of Education FAQ](#)

ADDITIONAL RESOURCES:

- [SCM: Roadmap to Reopening 2020](#)
- [Schools and Childcare Programs - Checklist for Parents](#)
- [National Association of School Psychologists: Talking to Children About COVID-19](#)
- [PBIS Kids: How to Talk to Your Kids About Coronavirus](#)



Roadmap to
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HEALTHY STUDENTS & STAFF



- Provide robust social emotional learning and mental health supports - [Click here](#)
- Learn how to clean, dry, and wear your facial coverings/masks - [Click here](#)

HEALTHY CLASSROOMS



- Support multiple student learning options (including 1:1 devices) - [Click here](#)
- Wear a mask - [Click here](#)
- Disinfect objects between users - [Click here](#)

HEALTHY BUILDINGS



- Focus on bathroom hygiene - [Click here](#)
- Use plexiglass as a physical barrier - [Click here](#)

HEALTHY POLICIES



- Prioritize staying home when sick - [Click here](#)
- Prepare plans for when there is a case - [Click here](#)
- Communicate when there is a positive case - [Click here](#)
- Develop and enforce policies and procedures to support all learners - [Click here](#)
- Manage visitors and guests in school buildings - [Click here](#)

HEALTHY SCHEDULES



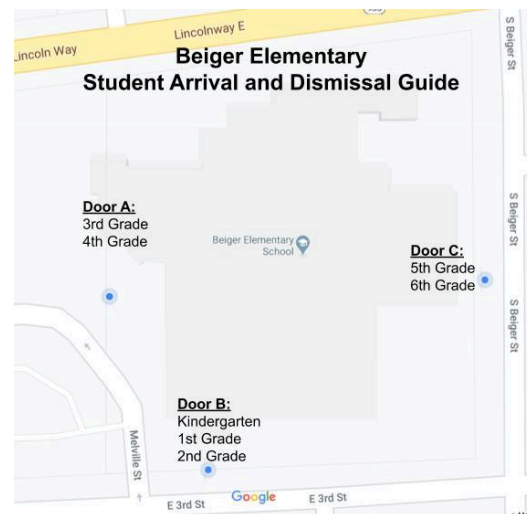
Manage transition times and locations

Morning Arrival Procedures (*including line-up areas*):

- | | |
|----------------|--|
| 8:25 AM | Doors open / Students may be dropped off at their grade level assigned door (see map below). |
| 8:25 - 8:45 AM | Students arrive, "grab" breakfast, and "go" to their homeroom |
| 8:45 AM | Tardy bell / Instruction begins |
- Upon entry into school buildings at 8:25 AM, students will report directly to their classroom and find their assigned seats. Students will not hang up their backpacks in cubbies until instructed to do so from their teacher.
 - Usage of restrooms will be monitored closely before and after school with the general expectation that students should use the restroom prior to leaving home to avoid congregation in restrooms during high-traffic times of the day.
 - All students will be allowed to carry a backpack with them throughout the day in order to have all necessary supplies. If applicable, lockers will not be utilized.
 - Beiger will utilize specific COVID-19/social distance decals on the floor to encourage physical distancing and indicate direction of travel while in hallways and other communal areas.

Afternoon Dismissal Procedures:

- | | |
|---------|--|
| 3:00 PM | School day ends |
| 3:10 PM | Students who have not been picked up are escorted to the office by the teacher on duty. Parents must pick up their students at the office after this time to sign them out. If parents are going to be late, please call the office. |



- Parents are encouraged to remain in their vehicles, as much as possible, during drop-off and pick-up times and to begin practicing with their children the process of getting in and out of the vehicle without parental assistance, to the greatest/safest extent possible. If parents do need to get out of their vehicles during these high-volume periods of time, they will be required to wear a mask/facial covering when on school property.
- Parents are encouraged to remain in their vehicles, as much as possible, during drop-off and pick-up

Hallway Procedures

- Students moving in line will maintain social distancing. They should stay to the right while in the hallways.
- When two people meet at a doorway, the person exiting has the “right of way”.
- Traffic should stay to the right, while in the hallways.
- Water bottles brought from home may be filled throughout the day as needed.

Make breakfast/lunchtime safer

- Thanks to a USDA waiver, School City of Mishawaka is proud to be able to provide **FREE** meals to kids! A **FREE** breakfast and lunch for **ALL** children 18 years of age and under will be available beginning September 17, 2020 at all SCM school locations until further notice.
- Students will be directed to wash/sanitize their hands before and after breakfast and lunch.
- **Virtual Families Meal Pickup Information:** [Click here](#)
- Please [click here](#) to access the monthly SCM menu. *Note: This menu will be for students attending in-person instruction. Daily pickup meals will follow this menu as much as possible but are subject to change at any time.*



Breakfast

- Breakfast begins at 8:25 AM daily and ends prior to the start of daily instruction at 8:45 AM.
- Breakfast will be “grab and go” and available in designated areas throughout the school building.
- Upon entry into the building, students participating in the free breakfast program should “grab” their breakfast and “go” directly to their classroom and assigned seat. Once seated, the classroom teacher will give the student permission to begin eating.

Lunch

- All students will have a 30 minute lunch block daily. Lunch times are subject to change based on enrollment.

Kindergarten	12:10 - 12:40 PM
Grades 1 & 2	11:30 - 12:00 PM
Grades 3 & 4	10:50 - 11:20 PM
Grades 5 & 6	12:50 - 1:20 PM
- Lunch areas will be sanitized before/after each student group.
- All lunch tables have plexiglass dividers to ensure the safety of each student and staff member.
- Students will sit in assigned seats.

Modify attendance

- All perfect attendance incentives for both students and staff will be discontinued.

HEALTHY ACTIVITIES



Provide recess

- Elementary recess areas will be “zoned” so that students are not clustered in one area. Beiger zones will be as follows:

Zone A: Playground	Zone B: Blacktop	Zone C: Field
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- Elementary recess time will be 20 minutes and scheduled throughout the school day to reduce that amount of students occupying a zone at any given point.
- Students will wash their hands after recess and the wearing of masks will be strongly encouraged but not required during recess.

Modify physical education - [Click here](#)

Before/After School Programming - [Click here](#)

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**GETTING OUR STUDENTS BACK
TO SCHOOL IN MISHAWAKA**