

WOODSTOCK ELEMENTARY SCHOOL

MORNING DROP OFF PROCEDURES 2020-2021

All families dropping off in the morning should have signed up for a drop-off time. South Street and Cross Street drop-off zones are staffed 7:55-8:30. Families who signed up for 8:25-8:35 will need to plan their arrival prior to 8:30. The bus entrance and blacktop walkers entrance are open from 7:55-8:15. Please plan to arrive by 8:20 if your child needs time to eat school breakfast. Whole class instruction gets rolling at 8:30.

Pre-K students in Ms. Porter's class will park on South Street in front of the Inn or Our Lady of the Snows Church and walk up to the overhang outside Mrs. Porter's classroom along School Street. (*It is OK for Porter PreK parents to park on School Street forward of where the buses pull up if arriving after 8:15*). Pre-K parents can come up to the door, but must wait in line 6 feet from the family ahead of them. Siblings of Pre-K students can be screened at this station and can **enter through the side entrance by PreK** and go to class.

Pre-K students in Ms. Petrarca's class will park on South Street in front of the playground gate and walk up the blacktop to the overhang outside the cafeteria leading to Ms. Petrarca's classroom. Pre-K parents can come up to the door, but must wait in line 6 feet from the family ahead of them. Siblings of Pre-K students can be screened at this station and can enter through the cafeteria and go to class.

K-6 parents without PreK students have signed up for a drop-off time/location on South Street or Cross Street. **Drop-off is between 7:55-8:30.**

Parents wishing to walk their K-6 students up to the blacktop side entrance of the school should NOT park in the drop-off locations. They should park near Vail or the Green and walk over to the playground entrance off the blacktop.

ENTRANCE LOCATIONS AND PROCEDURES

Update: all screenings will happen at school entrances instead of outside due to thermometer sensitivity.

K-6 Students at the **South Street drop-off zone** Pull up to the greeter on duty for students to exit the vehicle. Students will enter the Main Entrance **of the school for screening**. Drivers may pull away once the child has exited the vehicle.

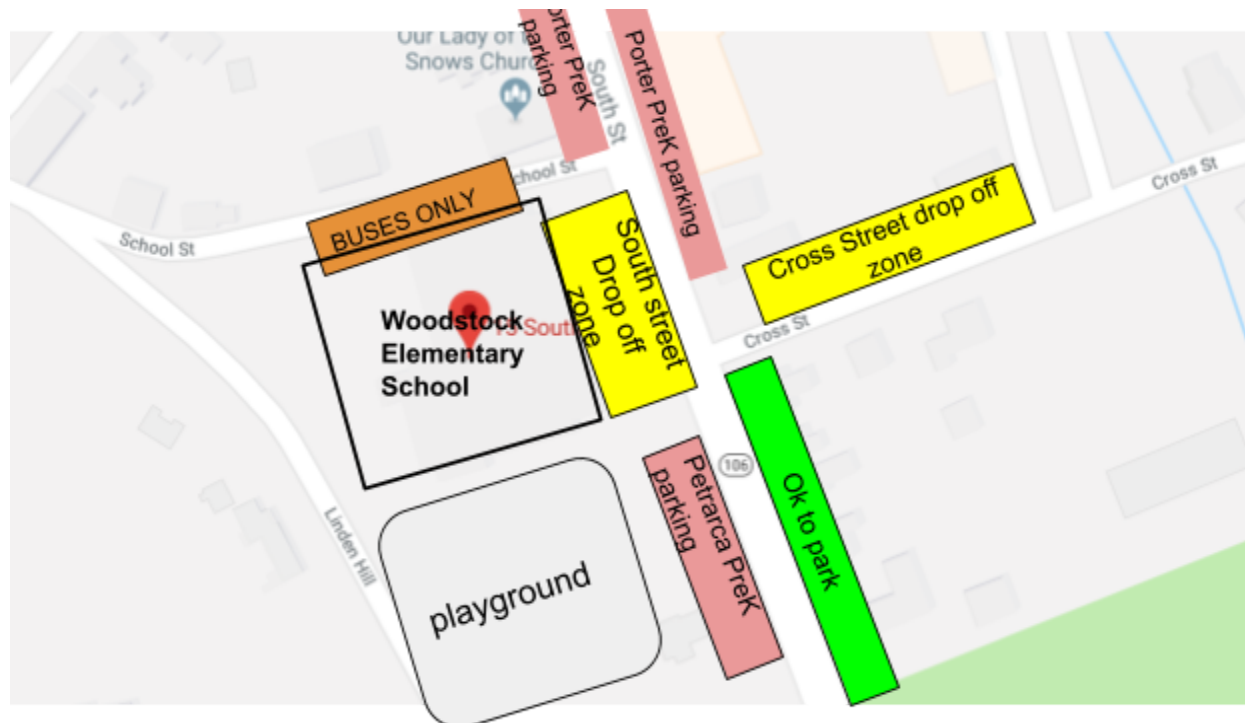
Update 9/24/2020 → updates in red

K-6 Students at the **Cross Street drop-off zone** Pull up to the greeter on duty for students to exit the vehicle. Students will exit their cars on Cross Street, will cross at the crosswalk (Mr. Bruce will be there as a crossing guard daily) and proceed **through the Main Entrance of the school for screening**. Drivers may pull away once the child has exited the vehicle.

Walkers and bikers will come up the blacktop and enter through the side door off the blacktop. Parents or guardians choosing to walk/bike with their children must be masked while waiting with their child/children to be screened. Parents/guardians with very nervous or young children may also park at the Green or down by Vail Field and walk their child up the blacktop to the entrance. Those walking/biking up to the blacktop screening station are kindly requested to arrive between **7:55-8:15. This entrance closes at 8:15.**

Students disembarking the **bus will be screened by the School Street entrance** and **enter through the side door** of the school by the PreK classrooms.

All students will proceed directly from the entrance to their classrooms. Students with information or paperwork for the office will deliver these to classroom teachers and messengers will come around to collect messages from classrooms.



BUS ARRIVAL TIMES AT WES: ([BUS ROUTES CAN BE FOUND HERE](#))

Update 9/24/2020 → updates in red

WOODSTOCK 1, WOODSTOCK 2: 8:00 AM

WOODSTOCK 3: 8:05 AM

BRIDGEWATER, KILLINGTON, POMFRET, READING, 8:10 AM

HEALTH SCREENING PROCESS

Temperature of the student will be taken by a WES staff member inside the entrance using a touchless thermometer wand scanning the forehead. If students have symptoms or a temperature 100.4 or higher, the nurse will be paged to make an assessment. The school nurse will make a follow up phone call to the family to make a plan.

Screening questions asked:

Does your child have any COVID-19 symptoms?

Definition of COVID -19 Symptoms is: cough, fever greater than 100.4 F, shortness of breath, chills, fatigue, muscle pain or body aches, headache, sore throat, loss of taste or smell, congestion or runny nose, nausea, vomiting or diarrhea.

Has your child had any exposure to COVID-19?

Definition of exposure is close contact with a person who has had COVID-19 within the last 14 days?

Definition of Close Contact is someone who was within 6 feet of an infected person for at least 15 minutes starting from 48 hours before illness onset until the time the patient is isolated.

2020-2021 DISMISSAL PROCEDURES

All students will stay in their homeroom with their teacher until their dismissal group is called.

Parents/Guardians (last names A-K) will pick up in front of the school. They are asked to wear masks and stand physically-distanced (6+ ft apart) under the tent and on the front lawn near the monument and benches and wait for their children to come out the front doors. **Please do not stand on the brick walkway or approach the entrance doors.**

Parents/Guardians (last names L-Z) picking up on the Blacktop near the playground are asked to wear masks and stand physically-distanced (6+ ft apart) on the edge of the blacktop along the playground and wait for their children to come out the recess doors. Please do not stand on the blacktop or approach the school doors. Please stand on the blacktop on the edge of the playground where the dismissal staff can wave and make eye contact.

Families are kindly asked to depart the school grounds promptly after retrieving their children to assist in maintaining physical distancing and open up parking spaces for other families. The playground is closed after school.

Update 9/24/2020 → updates in red

All bus students will be dismissed out the front door and walk under the overhang to load the bus on School Street. ([BUS ROUTES CAN BE FOUND HERE](#))

DISMISSAL TIMING:

2:30 ALL PRE-K Students and their siblings dismissed at PreK classroom exits 2:30 KINDERGARTEN DISMISSAL and older siblings - STUDENTS SENT OUT FRONT (Porter PreK parents may park on School Street in the parking spots forward of these stairs prior to bus arrival at 2:35)	
2:35 KILLINGTON BUS (Mondays only)	2:36 DISMISSAL TO BLACKTOP Last Name L/M/ N/O/P
2:38 DISMISSAL OUT FRONT Last Name A/B/ C/D/E	2:42 DISMISSAL TO BLACKTOP Q/R/ S/T
2:45 DISMISSAL OUT FRONT F/G/H/ I/J/K	2:48 DISMISSAL TO BLACKTOP U-Z
2:50 WCSU EMPLOYEE CHILDREN DISMISSED OUT FRONT	
BUSES ARE TYPICALLY CALLED IN THIS ORDER:	
~2:40 WOODSTOCK 3: (West Woodstock, Rte 4, Bridgewater, Plymouth) LEANNE	
~2:50 POMFRET BUS Terry Chamberlin	
~3:00 WOODSTOCK 2: (South Woodstock, Reading) GAIL	
~3:00 WOODSTOCK 1: (Riverside, Taftsville, Rainbow) Terry Lord	
~3:00 TCC Van	

PLEASE NOTE THAT THE NORMAN WILLIAMS PUBLIC LIBRARY BUILDING AND LAWN ARE CLOSED TO STUDENTS AFTER SCHOOL FOR THE TIME BEING.