



## NEIL ARMSTRONG ELEMENTARY

Dear Parents/Guardians of Neil Armstrong Elementary Positive Astro Students:

As we prepare to welcome our students for the 2020-2021 school year, we have examined every aspect of our school day in an effort to provide our students with a safe, healthy environment in which to learn. We know some of you will be happy with these changes, while others may feel they are not really necessary. Please know that our ultimate goal is for you to feel comfortable when dropping off your child to school every day. The following changes and protocols will be in place during at least the first quarter of this school year. These changes and protocols will be examined and possibly amended at the beginning of the second quarter, depending on the trend in the number of COVID cases in the state of Florida and in Charlotte County, particularly.

### **Changes necessary to reduce students' opportunity to be exposed to adults with Coronavirus:**

- Only CCPS employees will be allowed past the lobby of the school.
- Parents/Guardians may no longer walk their children to their classrooms.
- Visitors may no longer eat breakfast or lunch in the cafeteria with students.
- Volunteers will not be permitted to work at school at this time.
- PTO and SAC meetings will be held virtually.
- The number of school events and activities will be drastically curtailed.
- Parent conferences will be held virtually or via telephone.
- Meetings that require a parent's presence (IEP, 504, LEP, etc.) will take place virtually or in the office conference room.
- Birthday treats may be sent to school but must be store-bought. They can be dropped off in the office. Please do not send in treat bags.
- Safety Patrols are not permitted to open car doors. We will ask parents to open doors at drop-off and pick-up if their child is unable to.
- If a student is found to be unwell, parents/guardians will be called and expected to pick up their child as soon as possible. Students who are unwell will not be transported home on the bus nor sent back to class or to an after-care provider.
- Students who are sent home due to COVID-19 related reasons will have their absences excused and will be eligible to make-up all missing assignments including quizzes, tests and exams.
- Students who exhibit COVID-19 like symptoms will be sent home and excluded from school until they meet CDC Guidelines for return. Students who test positive for COVID-19 will also be excluded from school until they meet CDC Guidelines for return.
- Impacted individuals (students and/or employees) will be notified if there is a need to isolate quarantine through a letter from DOH that will be shared with the impacted families and staff.
- School Administration, in conjunction with the school nurse and social worker, will closely monitor trends of absenteeism and will follow-up with students who have been absent for multiple days.
- School nurses will collaborate with school-based mental health staff for services as needed. Students who present with heightened anxiety or need someone to listen to their concerns will be referred to an available school-based mental health professional. Parents will be notified of the referral.
- Some school-based clubs run only by school staff will continue to operate, following all Charlotte County Public Schools (CCPS) protocols and CDC guidelines if held on campus.

**Changes necessary to reduce students' opportunity to catch Coronavirus from a classmate, or spread Coronavirus to a classmate:**

- Classroom set-ups will be arranged to maximize space and increase social distancing between students to the greatest extent practicable.
- Students' hands will be sanitized prior to entering the cafeteria for breakfast.
- Students' hands will be sanitized upon entering the classroom each morning, before/after working with communal instructional materials, before/after playing on or with the recess equipment, before /after lunch, and before/after specials.
- Students are permitted to carry hand sanitizer in bottles no greater than 3 ounces in the original container.
- Communal instructional materials will be used minimally, and only when necessary.
- Students will be directed to wash their hands frequently and properly throughout the day.
- Media Center books will be housed out of circulation for the CDC's recommended length of time prior to returning to our bookshelves.
- The number of students in the cafeteria at one time has been reduced. In addition, students will sit every other seat, and diagonally across from others.
- Students will line up and walk a minimum of four squares (feet) or two arms' lengths apart in the hallways (this will be practiced).
- The wearing of masks/face coverings is mandatory. Students' names should be written in permanent ink on the mask to avoid cross-contamination. The teacher will contact the student's parent/caregiver should a student not wear their mask, even after being reminded to do so.
  - Masks must adhere to dress code (see Code of Conduct)
  - Students with sensory or medical conditions may be exempt pending medical documentation
  - Buff and gaiters are acceptable substitutes for masks
  - Face shields can be worn with a mask/face covering, but not worn alone
- Pursuant to the recommendations made by the American Academy of Pediatrics, students in prekindergarten, kindergarten and classes with specialized populations may not be able to utilize masks/face coverings to the same extent as other classrooms.
- Students may use a reusable water bottle daily from home with their first and last name written clearly on it. Students can purchase bottled water for \$1 in our cafeteria during breakfast and lunch.
- Students will no longer enter the Clinic to receive their medications. Medications will be administered to students at an alternate location.

Additionally:

- Attendance Awards will be eliminated this year. If your child is ill, we want them to stay home.
- The front doors of the school will be locked until 8:05am each morning. Please do not drop off students prior to 8:05am unless they are enrolled in our before-school care program. In the past, numerous students who were dropped off early congregated in the front of the school. This is no longer a safe practice.
- If necessary to enter the school lobby, please adhere to the distance markers on the floor.

After reading the above, we hope you feel more secure in allowing us to educate your children this coming school year. We understand these are many changes to absorb all at once, and we understand it might negatively influence the welcoming, family feeling we strive to demonstrate at Neil Armstrong Elementary. However, our mission has always been to keep your children safe while providing them with a top-notch education. The world has changed – our mission has not.

Sincerely,



Angie Taillon, Principal



Brenda Latta, Assistant Principal