

Dear Parents and Guardians,

Your child's safety is both the number one priority of the Muscogee County School District and Forrest Road Elementary School. To protect your child and keep him or her safe when they return to school in August, the school system and Forrest Road Elementary School have designed the following safety practices and protocols to maximize safety and keep students healthy. We hope to be able to relax some of these practices as the year progresses, but we will begin the year with these measures in place.

We thank you in advance for your patience and understanding as we move to reopening school and providing students with an environment to help them continue to roar toward excellence.

Please keep your child at home if your child has the following symptoms:

Information about COVID

Symptoms of COVID

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:

- 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

Communication

- It is critical for parents to stay connected to the school through social media (Facebook: @ForrestRoadElementary), Connect-ED calls, sign up for Class Dojo (you will receive a code from your child's teacher) and regularly check

the school's website for information and updates. <https://muscogee.k12.ga.us/Schools/forrestroad>

- Teachers will reach out to parents through Canvas, email, letter, or phone call before school begins to introduce themselves and welcome them to a new school year.

Pre-K and Kindergarten students will be contacted by their child's teacher to schedule a specific time to visit his or her classroom during Pre-Planning (August 10-14). Appointments will be made and only a limited number of parents and students will be allowed in the building at a time.

Transportation

- As soon as we have information about bus routes, we will post and share this information so that parents can look up their child's morning and afternoon bus number.
- All car riders will be required to have a tag. This tag **MUST** be displayed in the car window in order for your child to be released from school. Your child will need to know their car rider number.
- After School will be available this year. Those parents who register for afterschool will receive separate information about afterschool. FRE will be running the after school program on campus this year.

What protective measures will be taken on my child's bus?

- Bus drivers will clean bus seats, handles, and railings before each route and students will be separated on the bus to the best extent possible.

How will student drop off be impacted?

- Parents or guardians who drop off their children **MUST** go through the car rider line in the morning and will need to stay in their vehicle until door is opened by a staff member.
- Students cannot be dropped off in the front of the school. If students are car riders, they must go through the car rider drop off area.
- Walkers must wait by the front door to be allowed in the building.
- Parents and guardians will not be allowed to enter the building, even on the first day of school.

- Students will be entering the building in different locations this school year and there will be staff and signage up to help with the flow of students.
- If a student is late to school, the student will enter the building and report directly to the front office to be checked in. Only 1 parent should walk them to the front door where a staff member will buzz them in.
- A picture of all doctor's notes and excuses should be taken and emailed to wooten.keasha.n@muscogee.k12.ga.us

What if I need to pick up my child early?

In the event a child needs to be picked up early, the parent or guardian will contact the front office to alert them of their need, the student(s) will be brought to the front office, the parent will enter the school, show appropriate ID to the front office staff, and remain in the front office (if the child has not arrived yet), and finally complete the check-out process.

- Students and parents are subject to temperature checks and may be asked to complete a health screening checklist. Parents with a temperature will be asked return to their vehicle immediately.

Safety Procedures

What if a child begins to display symptoms of COVID exposure at school?

- If a student displays COVID symptoms or has a temperature above 99.5 degrees that does not decrease over time (multiple checks will be taken) and/or displays other/multiple symptoms of possible exposure than cannot be explained, the child's parents or guardians will be contacted to pick up the student.
- The student will be moved into an isolation room until picked up by a parent or guardian.
- Any siblings or any other students living with the child, will be checked immediately for symptoms.
- All emergency and clinic cards need to be updated with current contact numbers and returned to school as soon as possible. Please include the name and numbers of any person (family or otherwise) who is able to pick up your child.

- Local health and school system officials will be notified and will determine the next steps the school will follow, which may include anything from deep cleaning areas to school closing.

These measures include:

- Separation at lunch (one space between each student at breakfast and lunch)
- Social distancing in the halls to the fullest extent possible
- Desks and tables will be separated in the classroom to the best extent feasible
- Group activities will be limited
- Custodians will clean all areas frequently, paying special attention to areas where students are gathered or things touched regularly by students (ex. door handles, desks, etc.)
- Students will keep their items with them during the day and will not share materials
- Both arrival and dismissal procedures have changed to ensure that students are not gathered together and that they are staggered to the greatest extent possible
- Sanitizer locations will be placed around the school
- Students will be taught health and safety lessons on handwashing, social distancing, not using the materials of others and other safety measures
- Transitions throughout the building will be limited

FAQs for Returning to School

1. Will my child have to wear a face covering? Do I have to wear a face covering?

Yes, students are required to wear face coverings. Everyone that enters the building will have to wear a face covering.

2. Will my child's teacher have to wear a face covering?

Yes, staff will be required to wear face covering at all times while in the building.

3. Can I visit my child at school?

Until further notice, no parents, guardians, volunteers, or mentors will be allowed on campus. The only people allowed on campus will be school system employees and other essential staff members.

Parent conferences and meetings will be held via phone, email, or through virtual meetings (ZOOM). If visitation is absolutely essential and approved by school administrators, visitors are required to wear a face covering, bring a valid form of identification, and will be subject to a temperature check.

4. What about Orientation this year? What will it look like?

This year's Orientation will look very different from in previous years. However, we will do our best to reach out and welcome parents.

5. Can I eat lunch with my child?

Until further notice, no visitors or guests will be allowed on campus.

6. Can I walk my child to class?

Until further notice, you will not be allowed to walk your student to class.

7. What about deliveries, like food, gifts, etc.?

Until further notice, no outside food or packages will be received at school (examples: food from outside school, gifts, flowers, birthday cupcakes, balloons, etc.).

8. Will there be a virtual learning option for my child?

Yes. The Muscogee County School system has created a virtual learning platform in which students can register and participate in virtual learning sessions led by Muscogee County teachers. Parents will have to register their student for the virtual learning option and must commit to virtual learning for a period of at least one grading period (9 Weeks). Registration and Declaration needs to be completed by July 17th so that we can better prepare for the school year.

9. What about student organizations and meetings?

Until further notice, all group meetings (ex. PTO, School Council, parent meetings) and after school organizations (ex. Robotics, Math Team, etc.) will be suspended. We will work on making as many of these opportunities in a virtual, online format.

10. What about field trips?

All field trips have been temporarily suspended.

11. How will lunches be impacted?

We have enough room in our cafeteria to accommodate PreK and Kindergarten students during their lunch time and still allow for students to social distance by having one open space between them and their classmates during lunch. While in line, students will social distance by remaining at least one tile between themselves and the person in front of them and only three students at a time will be allowed to enter the kitchen area to secure their tray. Students who bring lunches from home will keep their lunch with them during the day and then bring their lunch box to the cafeteria during lunch to eat. We have other tables throughout the building that can be utilized for lunch, but most classes will eat lunch in the classroom. There will be only one lunch choice each day.

12. What about the use of water fountains?

All water fountains will be temporarily shut down to stop the spread of germs around the school. All students are encouraged to bring a clear water bottle or bottled water to school.

13. What about student attendance awards this year?

We will not recognize student attendance (ex. perfect attendance, good attendance, etc.) this year at awards day ceremonies.

14. Will my child still have recess?

Yes, all students will still have the opportunity for recess. Grade level classes will either have staggered times or play in different areas to social distance with other students. All grades will also have built in times for students to step outside for some fresh air during the school day.

15. Will my child still have specials (Art, Music, PE)?

Yes, all students will still have the opportunity for specials each day. All specials classes will also practice social distancing and limit student contact. Any instruments, equipment, or materials used will be cleaned between students and classes to keep materials sanitary. Supply list have been updated this year to include personal art supplies to prevent sharing of materials.

16. How will my child be protected at school?

We will have a number of measures to keep students safe while at school.

17. Will pick up in the afternoons with car riders change?

No. As usual, parents and guardians will stay in their car, their child will be called, and the child will be brought to the car. Each car **MUST** have their car rider tag displayed in the window for us to see the number. Parents and guardians are not allowed to exit their vehicle or enter the building. A limited number of students will come out at a time and, once loaded, another group of students will be called. This may delay the car rider line a little, but we will work as fast as we can to get students to their vehicle in a safe and orderly fashion.