

West View Reopening Information for Families (updated 7/30/2020)

General Information

- Your child will be issued an iPad (grades K-2) or a Chromebook (grades 3-5) and teachers will be using a blended teaching approach using these devices at school in the event that we need to move to a remote, e-learning platform.
- We will follow the transportation plan for your child unless we have direct communication of a note from home or email directly to your child's teacher. Teachers will confirm they received the note/email and that the change is noted for the date(s) specified in the note. For student safety, a phone call will not suffice for changes.
- Notes from home will not be honored for a change in bus rides home per bus company policy.
- Students displaying symptoms related to COVID-19 will be sequestered in the conference room located nearest the nurse's clinic in the office. *See page 5 of the district plan.*
- All students will be required to wear masks/face coverings upon entering the building and we will work with students to ensure a safe environment while at school.

Visitors and Volunteers

- No visitors or volunteers will be admitted inside the building until further notice, including during lunch times.
- Parent conferences and case conferences will be held virtually if possible.
- Virtual volunteers and visitors may be utilized to listen to students read, guest speakers, presentations, etc. All volunteers, including virtual, will need to be approved through the district.
- Students will be walked to vehicles for early departures after approved adult pick up provides proper ID.
- You will be met at the door when dropping items off for students and a staff member will assist in getting things to your child.

Lunches:

- Smaller numbers of seating in the cafeteria by class/cohort or students eat in classrooms.
- Students carrying lunch need to have items they can open themselves without assistance. Please prepare these things ahead of time.
- Students will not be permitted to share or distribute food at school, including classroom treats.
- Students will be able to eat outdoors from time to time with supervision.

Medicine

- Parent/guardian will need to set up a time with the nurse to check in medicine on 8/10/2020 between 11AM and 3:30 PM. Nurse Connie Hathaway can be reached at connie.hathaway@muncieschools.org to set up an appointment..
- No medicine should be sent with students, and none will be returned with students from school.

Transportation

Arrival:

- Student drop off will be supervised staff and students will need to open and close their own vehicle doors. Please be sure students get out of vehicles on the passenger side for safety.
- Parents/guardians will not be allowed past the main sidewalk area by the main entrance in order to maintain social distancing while students are entering the building.
- Students riding buses will enter the building via the back entrance #3 to minimize the number of students entering at one time/area and will be dismissed by bus.
- Preschool students and their siblings will enter the building via door #2, located directly outside their classroom and will be dropped off in a car line in the back parking lot, accessible via Forest Drive.

Dismissal

- Parents and guardians picking up students must stay in their vehicles and get into the car line, headed east on Gilbert Street. Please do not park and walk to receive your child as we will not release them to you unless they are walkers.
- Student pick up will be staged in the front of the building at stations and students will board their vehicles as called. This process will take some time to speed up as we are to maintain social distancing as much as possible at all times and keep students separated by classrooms.
- Older students who have siblings in preschool will dismiss from the back parking lot with their preschool sibling if they are car riders.
- All bus riders will use door #3 to exit the building and go to their assigned bus.