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www.sd25.org/Dryden | @DrydenSchool | facebook.com/ahsd25

October 1, 2020

Dear Dryden Community:

As we prepare for the next chapter in the “2020-2021 Pandemic School Year” with students able to return to the building in a hybrid model, everyone’s cooperation, patience and understanding is more important than ever. Our priorities remain focused on protecting everyone’s health and safety, caring for the well-being of one another, and providing meaningful learning opportunities for our students. The more we can work together to ensure everyone’s safety and well-being, the richer and more consistent our students’ learning opportunities will be.

Below you will find school procedures for students and families participating in hybrid learning at Dryden. These procedures are based on the guidance from the Illinois Department of Public Health, Illinois State Board of Education and our school district.

We realize this is a lot of information to process, and there will be a lot for our students to adjust to. At the same time, we are confident that, with your support, together we can strengthen our students’ resilience and help them successfully adapt to this different way of being in school. It will be helpful for you to gently familiarize your child(ren) with these procedures a little bit at a time. We are putting together a video that you will be able to show your child(ren) shortly before October 12 to help them feel comfortable and ready with what it will look and feel like at Dryden during hybrid as well.

Our ultimate goal is to provide a safe and nurturing environment for your children while they are in our care. Since this is a new way of school for all of us, these procedures may be adjusted as we learn from experience and progress through the hybrid school year. We will keep this document updated and reach out to you with any updates. At Dryden, we are committed to continuous improvement, so your questions and feedback continue to be welcome and appreciated. Please feel free to contact me anytime.

Sincerely,

A handwritten signature in black ink that reads 'Akemi Sessler'.

Akemi Sessler, Principal

# FAMILY GUIDE TO DRYDEN HYBRID PROCEDURES

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## HEALTH & SAFETY

### BEFORE YOU COME TO SCHOOL

Please complete the [district self-screener](#) questions before arriving at school. Students must stay home if displaying one or more symptoms:

- Sniffles
- Runny nose
- Cough
- Fatigue
- Fever/chills
- Headache
- Measured temperature of 100.4 or over
- Nausea or vomiting
- Diarrhea
- New loss of taste or sense of smell
- Shortness of breath or difficulty breathing
- Sore throat

If your child needs to stay home and is able to participate in class remotely, please contact your child's teacher to let them know they will be remote. If your child is sick and unable to participate in the day remotely, please contact the school office to report an absence or fill out our [online attendance form](#).

If your child has a symptom that is directly connected to a previous condition they may return with a doctor's note explaining an alternative diagnosis (i.e. a child with an asthma diagnosis may have a lingering cough).

Mrs. Rixon, our school nurse, will contact families when an illness is reported to follow up on symptoms and information for returning to school. For any questions related to illness or returning to school please contact Mrs. Rixon. She can be reached via email at [mrixon@sd25.org](mailto:mrixon@sd25.org), or by calling the school office at 847-398-4280.

### MASKS

Students must wear masks when they are at school, including when they line up in the morning. Masks must be clean, fit securely and fully cover the nose and mouth. There are times when students will be allowed to remove their masks such as lunch, outdoor mask breaks, and recess (as long as 6-foot social distance is maintained). If PE is held outdoors, masks can be removed as well, provided students are spaced 6-feet apart.

[Please follow this link](#) for D25 approved masks. It is important to note that gaiter necks, bandanas, and masks with vents are not permitted.

Parents are encouraged to send their child to school with a second clean mask in a plastic baggie each day, as a back-up. This will help keep the child clean and comfortable throughout the day.

## **HAND HYGIENE**

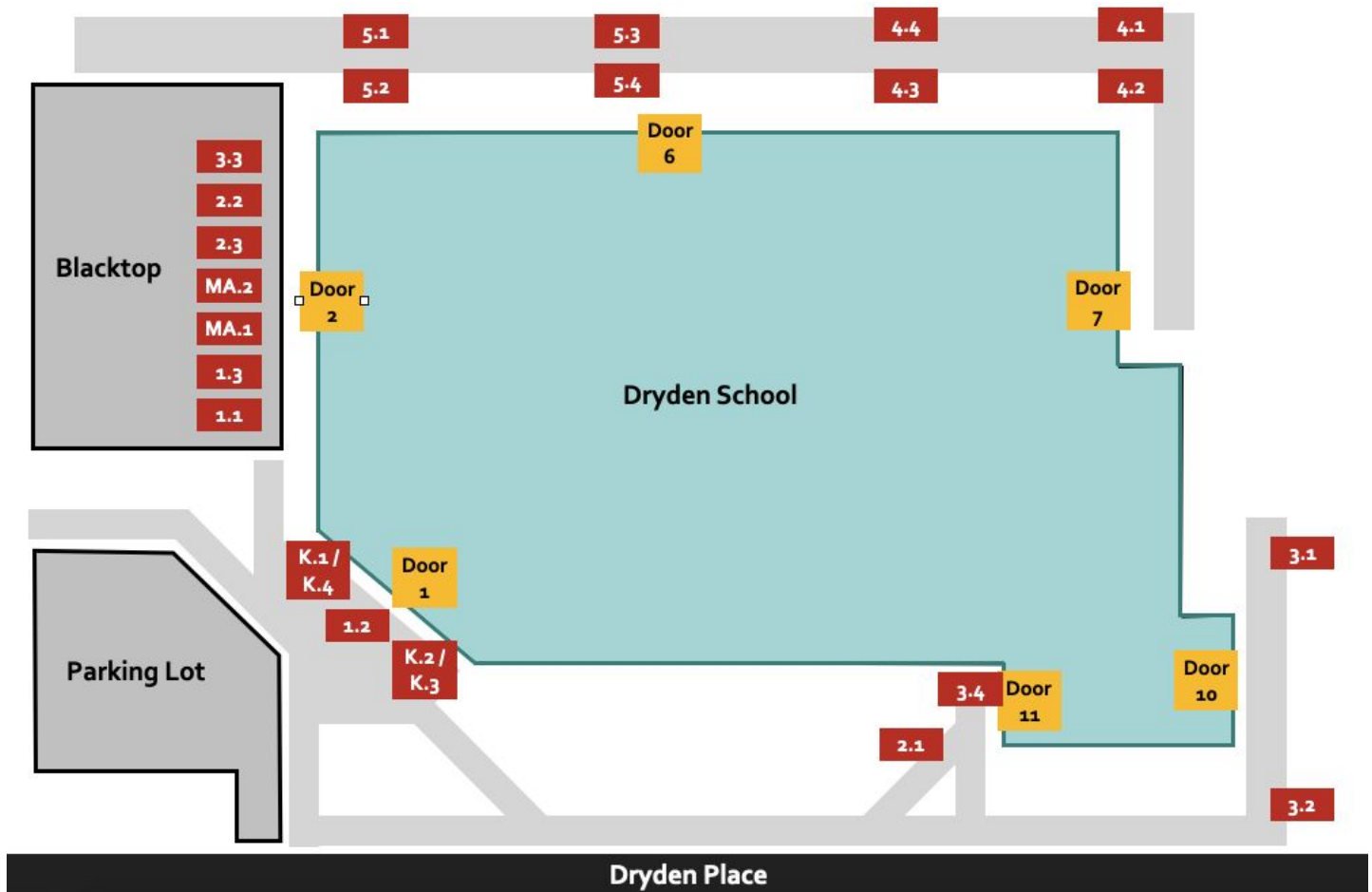
In addition to wearing masks and maintaining 6-foot social-distancing, keeping hands clean will help keep everyone in our building healthy and safe. When visibly dirty, students will be directed to wash hands for at least 20 seconds with soap and warm water. Following are some examples of when the use of hand sanitizer (provided by the school district) and handwashing is expected:

- Before entering any classroom
- Before & after eating
- After using a tissue to blow your nose (handwashing)
- After using the bathroom (handwashing)
- Before and after use of any materials that may be used by other students

## ARRIVAL & DISMISSAL

### MORNING ARRIVAL

Students should arrive on school grounds **no sooner than 8:50**. Everyone must wear masks upon arrival and remain socially distanced, 6-feet apart. There will be social-distancing markers on the ground to help students know where to stand in line. Students will line up by class and enter the building according to the map below:



During the first couple weeks of hybrid, there will be orange cones and signs with teacher names to show where each line begins.

Classes will enter the building in the order listed below each Door#:

**Door 1**

K.1 / K.4 - Mrs. Glaser  
K.2 / K.3 - Mrs. Riesing  
1.2 - Miss Erpelo

**Door 2 (Blacktop)**

MA.1 - Ms. Menel  
MA.2 - Mrs. Stanhope  
1.3 - Miss Angelico  
1.1 - Mrs. Johnson  
2.3 - Miss Mahal  
2.2 - Ms. O'Sullivan  
3.3 - Mr. Poliszczuk

**Door 6**

5.4 - Miss Dietrich  
5.3 - Mrs. Schindler  
5.2 - Mr. Holston  
5.1 - Mrs. Eggert

**Door 7**

4.2 - Mr. Noltner  
4.1 - Miss Wilson  
4.3 - Mrs. Greazel  
4.4 - Mr. Sobota

**Door 10**

3.1 - Mrs. Kemper  
3.2 - Mrs. Morizzo

**Door 11**

3.4 - Mrs. Applebaum  
2.1 - Ms. Quick

Classroom teachers will meet their students outside to take temperatures prior to entering the building. Students with temperatures above 100.4 will be sent to the nurse to be rechecked. Students who continue to have a temperature above 100.4 will have to go home.

There will be additional staff by each entrance and to supervise students as they get off school buses. Students will be dismissed from school buses, one bus at a time, to make sure they are wearing masks and allow for safe social distancing.

**On inclement-weather days**, students may head directly into the building at 8:50 and line up, 6-feet apart outside the classroom. The teacher will take temperatures before the student is admitted to the classroom. Inclement weather is defined as wind chill below zero, heavy precipitation, thunder or lightning.

**9:05 - Target time for attendance.** Making sure students enter the building safely is the priority, so we need to be flexible, especially in the beginning. We need to take our time to make sure we are carefully following the safety and health protocols. Attendance might be completed a couple minutes later on some days.

### **AM KINDERGARTEN DISMISSAL**

AM kindergarten students will be dismissed at the main entrance at 11:50. We ask that parents park their cars in the lot or on the street and meet their children to pick them. Please do not pull up your car in the bus lane. Mrs. Glaser and Mrs. Riesing will be outside with their students and will release students to families once the child identifies their parent or caregiver.

### **PM KINDERGARTEN ARRIVAL**

PM kindergarten students should arrive by 12:50 and line up by class at the main entrance. There will be markings on the ground for students to stand on so they are appropriately distanced from one another. Mrs. Glaser and Mrs. Riesing will arrive at 12:50 to check temperatures and walk them to the classroom.

### **DISMISSAL**

Dismissal is another time when we will have to be patient and take our time to make sure students are safely exiting the building. While our target dismissal time is 3:35, classes may need to wrap up earlier than normal and some students and classes may have to be dismissed a couple minutes earlier while others might be delayed by a couple extra minutes.

Bus riders will be dismissed a couple minutes early from classrooms to line up in the commons. Supervisors will walk students to the buses to help ensure mask-wearing and safe social-distancing when boarding the bus.

We strongly encourage parents who are picking up young students to arrive a few minutes early, as we will begin dismissing students from the building shortly after bus riders have reported to the commons.

Parents are encouraged to have a designated meeting spot for picking up your child(ren), wear masks and social-distance six-feet apart from other families during dismissal. Older students who walk or ride bikes are expected to go straight home and not linger on school grounds.

Classroom teachers will walk students to the door to make sure they safely exit the building. Classes will be dismissed in the order listed below each door#:

**Door 1**

K.1 / K.4 - Mrs. Glaser  
K.2 / K.3 - Mrs. Riesing  
1.1 - Miss Johnson  
1.2 - Miss Erpelo  
1.3 - Miss Angelico  
2.3 - Miss Mahal  
2.2 - Ms. O'Sullivan  
MA.2 - Mrs. Stanhope

**Door 2 (Blacktop)**

Bus Riders

**Door 6**

5.1 - Mrs. Eggert  
5.2 - Mr. Holston  
5.3 - Mrs. Schindler  
5.4 - Miss Dietrich

**Door 7**

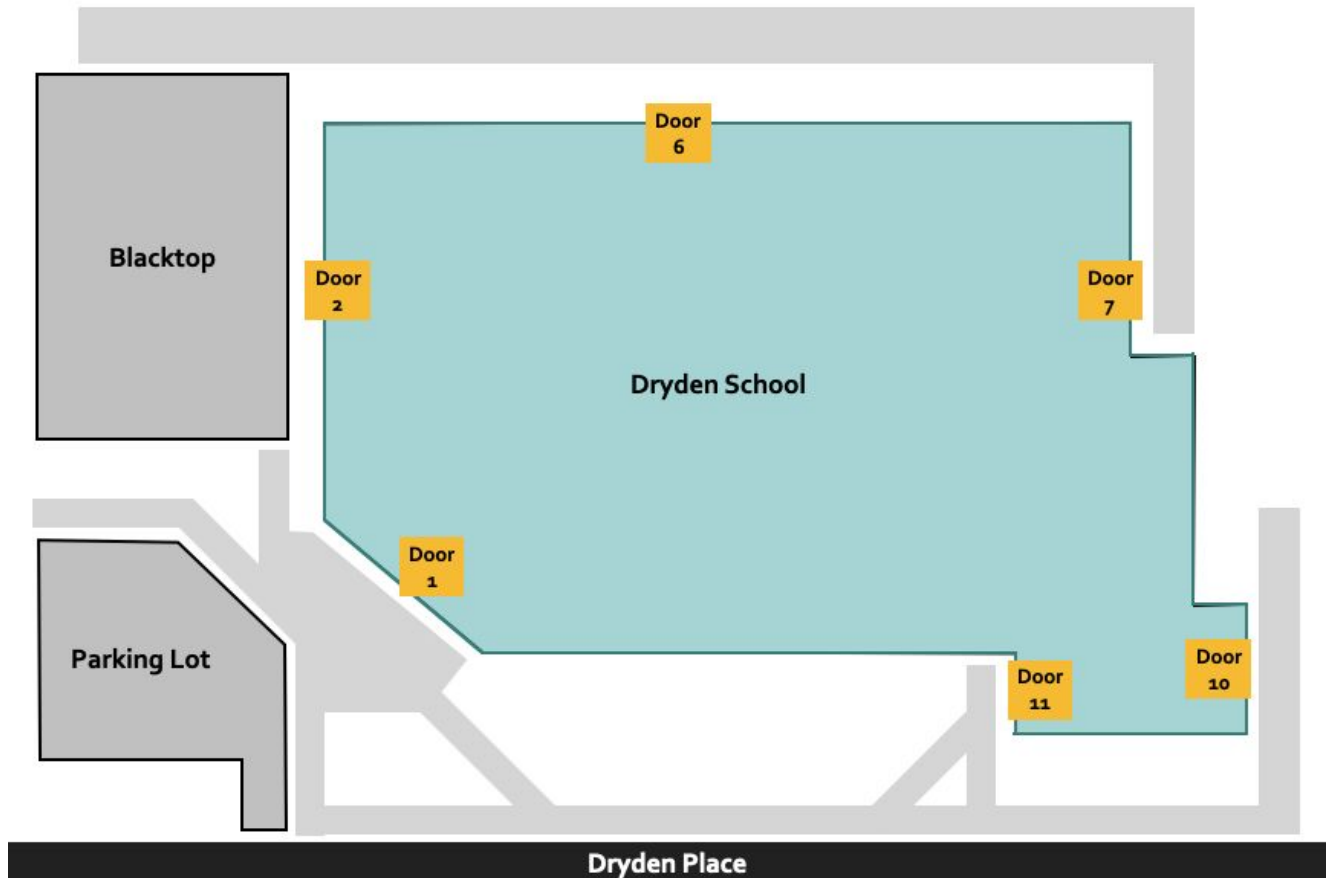
4.2 - Mr. Noltner  
4.4 - Mr. Sobota

**Door 10**

3.2 - Mrs. Morizzo  
4.1 - Miss Wilson  
4.3 - Mrs. Greazel

**Door 11**

2.1 - Ms. Quick  
MA.1 - Ms. Menel  
3.3 - Mr. Poliszczuk  
3.4 - Mrs. Applebaum  
3.1 - Mrs. Kemper





## **TRAFFIC FLOW & PARKING**

With everyone's patience and cooperation, we can ensure a safe arrival and dismissal for our students. Please review the [Dryden Carline Safety](#) procedures. Please keep in mind the following:

- Pick-up and drop-off occurs along Dryden south of Rockwell and north of the parking lot entrance.
- Choose a designated spot in front of the school building for your child(ren) to wait during car pick-up.
- Please do not pick up or drop off your children along Rockwell, as it can back up and affect the safety of the students crossing the street at Lincoln and Rockwell, as well as cars turning right off of Rockwell onto Dryden.
- Please show extra caution at the intersection of Dryden and Orchard Place, as there are children and families who cross at this intersection.

You may choose to park in the Southminster Church parking lot and walk to the school grounds to drop off or pick up your children. During both arrival and dismissal, the school's south parking lot is reserved for school buses and those with approved parking requirements. Parking in the north lot off of Lincoln is for staff only.

## **CLASSROOMS**

### **INSIDE THE CLASSROOM**

Student desks are in rows facing forward, staggered 6-feet apart in all directions. Students are expected to wear their mask and stay in their seats. In addition to scheduled breaks, additional breaks for movement inside the classroom and mask breaks outside will be provided as needed, while maintaining 6-feet social-distancing.

Each student will have a large basket next to their desk to place coats and learning materials. This will prevent students' belongings from coming into contact with the belongings of other students. There will be a hook on the side of each desk where the student can hang their lunchbox. There will be a tri-fold plastic shield at each desk that students can use while they eat in the classroom.

## **DAILY & WEEKLY SCHEDULES**

The same daily and weekly schedules that were established at the beginning of the school year will continue to be followed. Classes are expected to remain together and not intermix to the greatest extent possible. There will be some mixing of 4th and 5th grade students when they switch for math, some mixing of 1st and 2nd grade students in the multi age classes during math, word study and specials classes, and some mixing of students when they go to special services. In the event that students switch classrooms, desktop surfaces will be cleaned between transitions so children are seated at a clean desk.

## **MATERIALS & SUPPLIES**

Classroom teachers will specify which learning materials students will need to bring to school each day. In order to ensure a continuity of learning experiences, we anticipate that students will be expected to transport many materials to and from school each day. Please be prepared to provide a large, durable canvas bag so your child can easily access and transport learning materials.

While paper/pencil and other activities will occur, students will continue to utilize their devices while at school. Please help your child develop a routine of making sure their devices are fully charged before they arrive at school.

The sharing of supplies will be very limited throughout your child's day. Should students need to share something at school (musical instrument, PE equipment, art tools, etc.) they will be cleaned and disinfected in between uses.

## **HALLWAYS & BATHROOMS**

### **HALLWAYS**

All hallways have floor markings that indicate six foot distance, in the event students need to line up in the hall. Maps are provided to staff to ensure safe, direct routes for students during arrival, the lunch/recess hour and other heavy hallway traffic times. Otherwise, individuals are expected to remain as far to the right side of the hallway as possible when walking directly to a location in the building.

As needed, we will teach students to use the "Warrior Walk" position to help keep everyone 6-feet apart while walking in the halls. Similar to the yoga "Warrior" pose, one hand will be stretched forward and the other stretched back, with no one touching each other. Our arms, necks and backs will get very strong by doing this! :)

## **BATHROOM BREAKS**

Students will continue to be able to use the bathroom as needed. No more than two students should be in the bathroom at a time. Before entering the bathroom, students can ask, "Is anyone in here?" If more than two voices are heard, the student can wait in the hall until a student exits the bathroom. Six-foot social distancing markers are placed on the floors throughout all of our hallways so students can know where to stand. We will continue to uphold our "Quick, Quiet & Clean" expectations for bathroom behavior.

## **SNACK & WATER BREAKS**

Students will have opportunities for snacks and water breaks. We are continuing to limit snacks to fresh fruits and vegetables in their own skin. Fresh fruits and vegetables such as apples (peeled or unpeeled), grapes, bananas and/or carrot sticks that can be packed in a small baggie or container would be appropriate. Fruit cups in liquid, fruit pouches, fruit snacks, dips, and processed chips are examples of snacks that will not be permitted.

Students are encouraged to bring their own water bottles. Water fountains will be turned off but water bottle filling stations will still be accessible.

Water and snack breaks may occur outside as weather permits. When eating snacks or drinking water in the classroom, students may be taught to keep their masks on and slightly lift up the bottom of their mask with one hand to take a sip of water or a bite of snack.

## **LUNCH & RECESS**

### **LUNCH HOUR SCHEDULE:**

**12:15 - 12:45 PM**

Grades 1 - 3 eat lunch

Grades 4 & 5 have recess

**12:45 - 1:15 PM**

Grades 1 - 3 have recess

Grades 4 & 5 eat lunch

### **LUNCH**

All students are expected to remain with their classrooms and not intermix with students from other classes during lunch and recess. Due to social-distancing requirements, no more than 50

individuals can be in the commons during lunch at the same time. We will determine which classes will use the commons for lunch after we review the results of the hybrid / remote-only survey. All other classes will eat in their classrooms. Similar to the classrooms, the commons is set up for students to sit at desks facing forward, socially distanced 6-feet apart in staggered rows. Students will use plastic shields in front of their desks in both the classroom and commons while eating lunch.

Students are expected to bring their own lunches to school, and they are allowed to take their masks off to eat. Students will be responsible for thoroughly cleaning their area with safe cleaning supplies provided by the district when they are done eating. Additionally, paper placements will be provided to help keep eating areas clean. Each student will take their own lunch box to and from recess.

### **OUTSIDE RECESS**

12 zones will be marked outside for recess, one zone for each class. Students will be given lanyards, color-coded by each class. This will help supervisors make sure classes are not intermixing. The lanyards will have a clip to hold the student's mask while outside. Please help your child remember to wear their lanyard to school everyday.

Students are expected to remain 6 feet apart while in their zone and may take off their masks while doing so. A variety of structured, no-contact movement games and activities will be offered in each zone. Students who wish not to participate may bring a towel to sit in their spot and participate in a relaxing activity of their choice. Additionally, students may choose to walk or jog the perimeter of their zone with their masks on. Please do not send balls or other toys with your child to school. One of the recess zones is the playground. Each day, a different class will have a turn to use the playground during lunch recess. When less than 12 classes are outside (which is most of the day), a class may use more than one recess zone space.

As always, protecting everyone's health and safety is our priority, so we will need to work together and take our time to make sure students are safely transitioning to lunch, recess and the classroom during the lunch/recess hour. We recognize that students will require additional time as they become proficient with our new procedures. We appreciate everyone's patience and consideration of each other's safety during this time.

### **INDOOR RECESS**

During indoor recess students will need to keep masks on and remain socially distanced. Indoor recess could occur in the classrooms and / or in the hallways. If students are in the hallway, they will be positioned on the floor markings that are six feet apart. A lengthy list of safe indoor

recess activities has been generated by our staff. We anticipate that students will help brainstorm and create fun, safe activities as well. To help keep recess activities fair and safe, please do not send toys, games, trading cards, etc. with your child to school.

### **GOING HOME FOR LUNCH**

Families are allowed to pick up their children during the lunch hour. Parents should complete [this form](#) before 11:00 am on the days their child will be going home for lunch. We will also have a QR code outside the front door parents can scan which will direct them to online sign out. Students going home for lunch are expected to remain at home for the entire lunch hour.

## **MISCELLANEOUS PROCEDURES**

### **ARRIVING LATE OR LEAVING EARLY**

You are encouraged to call the school office in advance to arrange for early dismissals, late arrivals and home-lunch. Since visitors are not permitted in the building, we will have an electronic sign-in and sign-out form that you can access via QR code on your device outside the main entrance. Parents must sign students in if students arrive after 9:05.

### **MY CHILD LEFT SOMETHING AT HOME**

Any items that your children forgot can be dropped off at the main entrance. There will be a table set up in the vestibule for these items. Be sure to include your child's name and classroom teacher's name on the item(s) you are bringing in. Please note that we cannot accept any restaurant food deliveries.

### **TRAVELING OUT OF STATE**

We realize there are times when families have to travel for athletics, family gatherings, etc. Please be aware, as noted on page 18 of the [District 25 Step 3 Reopening Plan](#), "a student who travels to an area of high risk (as noted by the IDPH) will be required to quarantine for 14 days per IDPH guidelines." Students who travel to an area of high risk will not be allowed to attend in-person school, and would need to be learning remotely during the 14 day quarantine period.

## **COHORT INFORMATION**

### **SWITCHING ASSIGNED COHORT DAYS**

Once families have made their decisions regarding “Hybrid” or “Full-Remote,” we may have the opportunity to move some students to a different cohort within the same classroom. This is determined by not exceeding the 12 students per cohort. We will make these decisions on a case by case basis and communicate out to families who can be accommodated once these determinations are made. You may request a “cohort switch” by emailing Mrs. Sessler at [asesler@sd25.org](mailto:asesler@sd25.org).

### **BALANCED COHORTS**

We know some students will choose to stay in remote learning. This will change the number of students attending each day. Once we have a firm sense of the number of students in each grouping, we may be inviting families of students in specific classrooms to consider switching to a different cohort to strike a better balance in the number of students. We know that some classes may not be split evenly, yet we will maintain a goal of maximal social-distancing of students within each classroom.