

School Administrator Point of Contact (POC):	Contact phone/email:
Tina Susuico - Principal	801-963-0291

This school reopening plan is based on the Jordan School District 2020-2021 Reopening plan.

	Action Plan with Mitigating Strategies:												
SCHOOL GENERAL INFORMATION													
Monday - Thursday Schedule	<ul style="list-style-type: none"> School hours are 8:25 am to 3:05 pm Monday -Thursday. Outside supervision begins at 8:10 am. Please do not drop students off before this time unless they are going to eat breakfast in the cafeteria. Students will line up in the morning on their assigned class circles. Before entering the building, students will wear a face mask. Teachers will continue teaching using standards based instruction. Students will attend specials such as Music, Dance, Second Steps Instruction, and Library. Students will remain with their classmates throughout specials. 												
Friday Schedule	<ul style="list-style-type: none"> Teachers will contact parents to schedule times of instruction for students. Teachers will determine if instruction will be online or in person with students. Students selected for Friday's instruction will vary from week to week. Teachers will take attendance on Fridays and call parents to inform them of the student's absence. Teachers will assign Chromebooks to students and check out the Chromebooks on Thursdays if students need them for Friday's instruction. Parents will be required to complete the JSD-Chromebook User Agreement before teachers can checkout Chromebooks to students. Students attending in person instruction will be met by their teacher at their grade level doors. <p><i>The following is our planned Friday schedule:</i></p> <table border="0"> <tr> <td>8:00am - 10:00am</td> <td>Teacher prep time</td> </tr> <tr> <td>10:00am - 10:30am</td> <td>Parent/Teacher communication time</td> </tr> <tr> <td>10:30am - 11:30am</td> <td>Teachers will provide instruction to selected students. Teachers will schedule times for students to review content, work with students one-on-one, and/or in small groups.</td> </tr> <tr> <td>11:30am - 12:00pm</td> <td>Breakfast and/or Lunch will be offered to students. Student accounts will be charged for each. Teacher duty free lunch</td> </tr> <tr> <td>12:00pm - 1:30pm</td> <td>Teachers will provide instruction to students. Teachers will schedule times for students to review content, work with students one-on-one, and/or in small groups.</td> </tr> <tr> <td>1:30pm - 3:35pm</td> <td>Team Collaboration and Planning (CAP) time or Professional Development</td> </tr> </table> <p><i>Note: Crossing Guards will be on duty from 11:15 am to 12:15 pm.</i></p>	8:00am - 10:00am	Teacher prep time	10:00am - 10:30am	Parent/Teacher communication time	10:30am - 11:30am	Teachers will provide instruction to selected students. Teachers will schedule times for students to review content, work with students one-on-one, and/or in small groups.	11:30am - 12:00pm	Breakfast and/or Lunch will be offered to students. Student accounts will be charged for each. Teacher duty free lunch	12:00pm - 1:30pm	Teachers will provide instruction to students. Teachers will schedule times for students to review content, work with students one-on-one, and/or in small groups.	1:30pm - 3:35pm	Team Collaboration and Planning (CAP) time or Professional Development
8:00am - 10:00am	Teacher prep time												
10:00am - 10:30am	Parent/Teacher communication time												
10:30am - 11:30am	Teachers will provide instruction to selected students. Teachers will schedule times for students to review content, work with students one-on-one, and/or in small groups.												
11:30am - 12:00pm	Breakfast and/or Lunch will be offered to students. Student accounts will be charged for each. Teacher duty free lunch												
12:00pm - 1:30pm	Teachers will provide instruction to students. Teachers will schedule times for students to review content, work with students one-on-one, and/or in small groups.												
1:30pm - 3:35pm	Team Collaboration and Planning (CAP) time or Professional Development												
SCHOOL PLAN DETAILS BY LOCATION													
Before Coming to School	Parents will monitor students' health daily before coming to school.												

	<p>Parents/Guardians if you can't do a temperature check on your child, ask your child if he/she is feeling feverish (your child's skin may feel hot or be red, or he/she may have the chills or be sweaty).</p> <p>Parents will use the following checklist to monitor students' health.</p> <ul style="list-style-type: none"> • Do you feel ill? • Do you have: <ul style="list-style-type: none"> • Cough • Shortness of breath or difficulty breathing? • Chills • Fatigue • Muscle or body aches • Congestion or runny nose • Sore throat • Headache • New loss of taste or smell • Nausea and/or vomiting (unidentified cause, unrelated to anxiety or eating). • Parents can use the Health/Symptom Checklist provided on Mountain Shadows website. If your child feels sick or has any of the above symptoms, please keep them home. Call the office at 801-963-0291 to inform us of your child's absence. • Please notify the school if your child is involved in a positive COVID-19 test result. All information will be kept confidential. • Please send students to school with a face mask until further notice and it would be a good idea for students to keep a spare mask in their backpack. • Encourage students to show care and respect for others wearing face masks at school. • Please care for face masks by washing reusable masks frequently. • Communicate with school about risk factors/concerns. • Stay informed through the Mountain Shadows school website, Mountain Shadows Facebook, and Skylert communications. • Please refer to Jordan School District's Plan for Reopening for additional information.
Bussing	<p>Preschool Bussing</p> <ul style="list-style-type: none"> • Drivers will wear face masks. • Students will wear a face covering until further notice. • Students will be assigned a seat to assist with contact tracing. • Students will be seated by members of the same household when possible. • Buses will be loaded from the rear to front based on location of the bus stop and/or as directed by the driver. • Students will wear face coverings at the end of the day while waiting for their bus. • Buses will be deep cleaned and sanitized each day. • Please refer to Jordan School District's Plan for Reopening for additional information.
Office	<ul style="list-style-type: none"> • Visitors and volunteers will be limited. • Signage and floor markings will be used to designate traffic flow patterns and to encourage social distancing. • Office staff and other employees will wear face coverings. <p>Check In/Out Process Check In Procedures (Between 8:30 a.m. - 9:00 a.m.)</p> <ul style="list-style-type: none"> • Students will line up on floor markings to maintain social distancing. • Office staff will check in the student in the main hallway.

	<ul style="list-style-type: none"> • Parent/Guardian may call the office to inform staff their child is late and entering the school. For students in preschool, kindergarten, and first grade, parents may call the office to request staff to escort their child into the building. • Parent/Guardian will NOT need to escort their child in during this time. <p>Check In Procedures (Between the hours of 9:00 a.m. - 3:04 p.m.)</p> <ul style="list-style-type: none"> • Parent/Guardian will escort their child to the office door and use the buzzer to inform staff they are checking in their child. • Office staff will record the check-in and welcome the student through the main hallway doors. <p>Check Out Procedures</p> <ul style="list-style-type: none"> • Parent/Guardian will use the buzzer at the office door to inform office staff about checking out their child. • Parent/Guardian will show their ID to the camera. Office staff will verify the person picking up the student using information from Skyward and record the information on the checkout form. • Office staff will inform the teacher of the student's checkout. The student will exit the main hallway doors to meet his/her parent/guardian. <p>Visitors Expectations</p> <ul style="list-style-type: none"> • Visitors will use the buzzer at the main office door to inform the office staff of their visit. • All visitors must report to the office first before entering the building. Visitors should not be entering through grade level doors. • All visitors will need to get a visitor's sticker from the office before visiting any class. If a visitor is seen without a sticker, he/she will be directed to the office to receive one. • Any visitor that enters the building will complete a Pre-screening Visitor's form before entering the main building. • Visitors will wear a face mask while in the building. • All visitors should maintain social distancing while on school grounds. • If a parent/guardian needs to speak to their student or drop something off, they will need to report to the office first. Office staff will request the student report to the office or the office staff may deliver the item to the student's classroom. <p>Quarantine Room</p> <ul style="list-style-type: none"> • If a student shows any symptoms of COVID-19, he/she will be escorted to the Assistant Principal's office and quarantined in the room until a parent/guardian/emergency contact is able to pick up the student. • The Assistant Principal's office will be disinfected after each use. • The current sick room will be used for injuries, administering of student medication, etc. (non-related COVID-19 symptoms). <p><i>NOTE: Quarantine procedures will be followed when received from the state.</i></p> <ul style="list-style-type: none"> • Surfaces and high frequency touchpoints will be disinfected frequently throughout the day. • Please refer to Jordan School District's Plan for Reopening for additional information.
Classrooms	<ul style="list-style-type: none"> • Faculty and staff will wear face mask. • Plexiglass dividers and shields will be available for employee use. • Students will wear a face mask until further notice. • Students will be spaced as far apart as possible and arranged so that students are facing forward in one direction. • Assigned seating will be used for contact tracing.

	<ul style="list-style-type: none"> • Non-essential furniture and items will be removed to increase space for social distancing • Class materials and student desks will be sanitized on a regular basis. • Hand washing and classroom sanitation will take place between all major transitions and throughout the day as needed. • Each classroom will be equipped with hand sanitizer for student and teacher use. <p>Hand Washing and Sanitizing Routines Teachers will express the importance of handwashing and sanitizing.</p> <ul style="list-style-type: none"> • When students enter the classroom in the morning, they will need to sanitize their hands after hanging up their backpacks and coats. • When students go to the restroom, they will be instructed to wash their hands after going to the bathroom. Teachers will share the following video of proper hand washing from John Hopkins University. • When students enter the building from lunch recess, they will use hand sanitizer. • When students return to class after recess, they will be instructed to wash or sanitize their hands. • When students use tissue to blow their nose, they will be instructed to wash/sanitize their hands. • When students enter the library, music, resource room, office, etc. they will be instructed to sanitize their hands. • Please refer to Jordan School District’s Plan for Reopening for additional information.
Dance and Music Class	<p>Dance Class and Music Class</p> <ul style="list-style-type: none"> • Students entering class will be temperature checked using a contactless thermometer. • Students will be asked health questions prior to entering the class. • Students will wear a face covering in class. • Dance class will be held in the gym to maintain social distancing. • Students will be required to sanitize their hands prior to entering class.
Special Education Classrooms	<ul style="list-style-type: none"> • All procedures and protocols will be followed as in the general classroom. • Additional PPE needs will be reviewed based on unique student population needs. • Staff will review all current Healthcare Plans and Individualized Education Plans (IEP) and make appropriate accommodations or updates as needed. • Please refer to Jordan School District’s Plan for Reopening for additional information.
Hallways	<ul style="list-style-type: none"> • Students and staff will wear face masks until further notice. • Signage and floor markings will designate flow patterns. • Schedules will be staggered and transitions will be limited to minimize congestion. • Staff will monitor hallways to limit the congregation of students. • Halls will be cleaned and disinfected daily, including all touch points, door knobs, and light switches. • Please refer to Jordan School District’s Plan for Reopening for additional information.
Cafeteria	<ul style="list-style-type: none"> • Floor markings will designate traffic flow patterns and physical distancing in lines. • Hand sanitizer will be available at entry/exit points. • Students will be required to wear a face mask while waiting in line. • Food service employees will wear face masks and gloves. • All breakfast and lunches will be served in a grab-and-go style, using disposable trays and utensils.

	<ul style="list-style-type: none"> • Lunch times have been modified to allow for one grade at a time in the cafeteria. Students will sit by class in assigned seats and will be staggered as much as possible to allow for social distancing. • Food areas and other high-touch areas will be sanitized after each grade level lunch. • Please refer to Jordan School District's Plan for Reopening for additional information.
Restrooms	<ul style="list-style-type: none"> • Students will be educated in proper hand washing hygiene. Signage will be posted outlining proper hand washing. • Teachers and staff will monitor the number of students in the restroom at one time. • Students will use a designated grade level restroom whenever possible. • Floor markings will encourage social distancing. • All restroom fixtures and high frequency touchpoints will be disinfected frequently. • Please refer to Jordan School District's Plan for Reopening for additional information.
Recess/Playground	<ul style="list-style-type: none"> • Recess times and playgrounds will be managed with health and safety guidelines in place. • Recess schedules will be scheduled to minimize group sizes on playground and equipment. • Students will follow hand washing protocol before and after recess. • Students will not be required to wear a face covering for outdoor recess as long as students are practicing social distancing being six feet apart. • Students are encouraged to participate in games that support social distancing. Playground and recess equipment will be sanitized on a regular basis. • Please refer to Jordan School District's Plan for Reopening for additional information.
Gymnasium	<p>The gym will be utilized for Dance Class. Please refer to Plans for Unique Courses</p>
Library	<ul style="list-style-type: none"> • Students will wear a face mask until further notice. • Library staff will wear a face mask. • Students will follow hand washing and sanitizing protocol before handling books. • Books that are checked out will remain at school. • Books will be quarantined for 72 hours and cleaned before being checked out again. • Disinfecting of surfaces and other materials will take place between class visits. • Signage and floor markings will be used to designate traffic flow patterns and to encourage social distancing. • Please refer to Jordan School District's Plan for Reopening for additional information.
Large Group Gatherings	<ul style="list-style-type: none"> • Per state and District requirements, large group gatherings will be postponed. • When possible, assemblies will be pre-recorded and streamed to students. • Field trips will be cancelled until further notice. • Back to School Night will be held virtually. • Kindergarten Orientation will be held virtually.