

**Addendum to 2020-2021 Parent/Student Handbook**  
**Miami-Dade County Public Schools**  
**COVID-19 Policies and Procedures for the Schoolhouse Instructional Model**

During declared health emergencies, the District will implement policies and procedures consistent with applicable Centers for Disease Control and Prevention (CDC) and Florida Department of Health (FDOH) guidance. In addition, as applicable, the District will consult with and comply with applicable local health department protections. Requirements and procedures established by the District in response to an emergency affecting the health safety and welfare of our students and staff will take precedence over provisions of the Parent/Student Handbook when necessary and until the emergency has ended. Due to circumstances related to the COVID-19 public health emergency, Miami-Dade County Public Schools may need to alter or suspend select in-person operations to protect the health and safety of its students, employees, and their families. Please refer to <http://reopening.dadeschools.net/index.html> to find updated information regarding the District's reopening plan. The following procedures and guidelines are applicable to student attendance in brick and mortar buildings during Stage II reopening.

**Arrival Procedures During Stage II**

Children, parents and visitors are always required to maintain the maximum amount of social distancing possible during arrival. No one should congregate in large groups.

At Florida City Elementary the Arrival Gate (Green Gate) will open daily at 7:45 a.m. when supervision begins. Staff arrival will be staggered beginning at 8:05 am, to support the morning arrival routine, and to assist with directing students as a means to ensure CDC guidelines are followed. As students enter the building, cafeteria staff will be available to distribute pre-packaged Grab-and-Go breakfast meals. Students will report to their designated hubs as follows:

Hub #1 - Garden Circle - PK

Hub #2 - Rotunda - Grades K and 1

Hub #3 - Media Center (South Side) - Grade 2

Hub #4 - Media Center (North Side) - Grade 3

Hub #5 - PE Shelter - Grades 4/5

Hub #6 - Cafeteria - IND Units (Various Grade Levels)

All Hubs will be supervised and students will have breakfast while maintaining social distance seating at their designated Hub location.

The Main Entrance gate will open to the public at 8:45 am., once the campus is clear and all students are in their classrooms.

Parents will remain outside during morning arrival and will be encouraged not to gather outside of their vehicles. Parents will be asked to adhere to the established campus opening times and not to drop off students prior to then.

Students will be required to wear masks/face coverings upon entry to the building.

### **Dismissal Procedures During Stage II**

Children, parents and visitors are always required to maintain the maximum amount of social distancing possible during arrival. No one should congregate in large groups.

Florida City Elementary will implement a staggered dismissal schedule by grade level as follows:

#### **2:05 Dismissal**

Primary Building Egress Gate (Parent Pick-up)

PK - 1:55 pm

Grade Kindergarten - 2:00 pm

Grade 1 - 2:05 pm

#### **3:05 Dismissal**

Green Gate (Parent Pick-up)

Grade 2 - 3:00 pm

Grade 3 - 3:05 pm

Building 10 Egress Gate (Parent Pick-up)

Grade 4 - 3:00 pm

Grade 5 - 3:05 pm

#### **Walkers**

All walkers will dismiss through the PE field's double vehicle gates. All walkers will be released according to the established staggered dismissal schedule.

On Wednesdays, older siblings will pick-up their younger sibling(s) from his/her designated dismissal area and dismiss through the PE field's double vehicle gates.

#### **Bus Riders (School-Board and Private)**

For both dismissals, all bus riders will dismiss from the Main Breezeway. Students will line-up following social distancing guidelines as indicated to floor signage.

*On Wednesday, all students will dismiss from the same designated locations following the same staggered schedules of five-minute intervals so that 2<sup>nd</sup> and 4<sup>th</sup> grade will dismiss at 2:00 pm and 3<sup>rd</sup> and 5<sup>th</sup> grade will dismiss at 2:05 pm.*

Staff will be assigned to supervise students at each dismissal to ensure school and District safety protocols and guidelines are being adhered to.

Parents will remain outside during dismissal and will be encouraged not to gather outside of their vehicles. Parents will be asked to adhere to the established campus dismissal times and to pick-up their children on time.

In the event parents are not timely, the students will be supervised in the Main Breezeway ensuring safety protocols are maintained.

### **Breakfast/Lunch During Stage II**

#### **Breakfast**

As students enter the building, cafeteria staff will be available to distribute pre-packaged Grab-and-Go breakfast meals provided by Food and Nutrition. Students, while practicing maximum physical distance, in accordance with CDC guidelines, will eat breakfast in their designated Hub. Grade levels have been staggered across the campus to minimize the number of students in designated Hub area.

#### **Lunch**

Students at Florida City Elementary, while practicing maximum physical distance, in accordance with CDC guidelines, will eat lunch in the school's cafeteria. Students may bring their own lunch or be served pre-packaged Grab-and-Go lunch meals provided by Food and Nutrition. Classes have been scheduled for lunch on a staggered schedule to minimize the number of students in the cafeteria each lunch period.

All cafeteria staff will wear face masks/coverings and gloves while serving students. High-touch surface areas will be disinfected between service lunch periods and use.

Florida City Elementary will institute more frequent cleaning practices, including additional cleaning by custodial staff. To accommodate this additional cleaning schedule, classes have been given alternating table assignments.

Bringing or sharing refreshments during meal periods is prohibited to limit the risk of contamination. Snack items, candy, and drinks will not be provided until further notice.

### **Before/After School Care During Stage II**

Upon entering Stage 2, temporary guidelines will be implemented regarding school-wide events as well as on-campus and off-campus activities.

### **YMCA**

- The YMCA after-school program here at Florida City Elementary will begin operating when in-person instruction begins during Stage 2

- The after-school program will only be open to students participating in the school-house model (face-to-face) model
- In addition to their organization safety protocols, the YMCA will also be required to follow the District's and the school's established procedures and safety protocols

### **School Transitions**

All MDCPS schools have put procedures in place to limit large group gatherings. Signage has been placed throughout every campus to remind students of the expectations to promote the safest learning environment possible. When transition between classrooms is necessary schools have developed a plan of either one way or two-lane hallways depending on school design and need. School staff will monitor transitions to ensure students are maintaining maximum social distancing and wearing face coverings. Parents should remind students of the need to comply with school procedures to ensure their safety as well as their classmates.

The following are being implemented to teachers and students safely transition throughout the campus:

- A one-way traffic pattern has been mapped out throughout the campus to minimize hallway traffic and congestion
- For the safety of all, employees and students will wear face masks/coverings while traveling throughout the campus
- Signage has been strategically placed throughout the campus to serve as a constant reinforcement of hygiene and safety protocols
- Teachers will monitor and supervise students during transitions throughout the campus to ensure social distancing and safety protocols are being followed
- Administration and security personnel will be visible

All teachers have been provided with a recommended daily hand-washing schedule to be implemented.

School custodial staff will perform routine environmental cleaning or regular cleaning for most surfaces. School site custodial procedures have been adjusted to increase the frequency of sanitizing high-touch areas with hospital-grade germicide throughout the day. Upon the end of each day, custodial teams will sanitize all areas of the campus in preparation for the next day of learning.

### **Duty to Report Symptoms**

If anyone in the student's household is diagnosed with COVID-19, parents/guardians must report that exposure to the school(s). The school will consult with the public health department to assess what precautions should be taken, including but not limited to, asking your student to stay home from school for fourteen (14) days in order to protect the school community. This is a precaution, and the school will work with you to keep your student engaged and current on all schoolwork to the extent possible during the fourteen (14) day period.

### **Daily Pre-Arrival Health Screening**

Before coming to school in the morning, students and parents should assess whether the student has any symptoms of COVID-19. At this time, those symptoms include: a fever over 100.4 degrees Fahrenheit; 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; or diarrhea. If a student develops any of these symptoms, the symptoms should be reported to the school and discussed prior to the student reporting to school.

While the District will not be taking temperature checks on-site at this time, the school will rely on the students, staff, and families to report accurate information for the safety of all the other families affected throughout the District.

All information provided will be kept confidential as required by law, except to the extent that it is necessary to advise or protect staff and other students from transmission of the virus.

If you have symptoms or are diagnosed with COVID-19, or a family member residing in your household tests positive for COVID-19, your student may be required to stay home until they can be tested or receive medical clearance indicating they do not have COVID-19 and can safely return to school.

### **Expectations of All Students at School**

#### General:

1. Stay home if sick.
2. Sanitize hands with hand sanitizer that contains at least 60% alcohol upon entering the building.
3. Wash hands frequently or use hand sanitizer that contains at least 60% alcohol if soap and water are not available.
4. Avoid touching face and eyes.
5. Wash/sanitize hands after touching or removing facial covering.
6. Limit use of shared objects, such as physical education equipment, playground equipment, art supplies, toys, and games. Shared objects will be cleaned after each use.
7. Bring personal water bottles with water. Water fountains will be turned off and hydration stations will be made available for refills.
8. Follow all directions provided by teachers or administrators for the safety of the school community. It is especially important that students stay in the classrooms and spaces

#### **Face Coverings and Social Distancing:**

1. All persons must maximize physical distancing to the extent possible under the circumstances.
2. All persons must wear facial coverings that cover both the mouth and nose when on school board property, at a school board activity, or riding a bus or in other approved transportation. Students and children over 2 years of age are expected to come to school each day with their personal face coverings. However, quality facial coverings

will be available for distribution to students in case of emergency or to reduce stigma where necessary. Students are responsible for their own personal property and face coverings should be stored appropriately. If your child needs a face covering, please contact your child's principal.

3. Facial coverings must be made from a minimum of double layer cloth and be snug fitting to cover both the nose and mouth. Facial coverings should not include any type of exhalation valves or vents or masks designed as a costume.
4. It is recommended to have two face coverings available each day in case one face covering becomes unfit for use. Under no circumstances should student share or swap facial coverings. To learn more about appropriate face covering use and the types of face coverings recommended for use in schools, please review pages 28 and 29 of the District's Reopening Guide [Reopening Guide-English](#)
5. All student facial coverings must meet the requirements of the *Code of Student Conduct* and Policy 5511, Dress Code and School Uniform. Face coverings are apparel/accessory and must not include obscene, profane, drug-related, gang-related, or inflammatory messages or pictorial graphics. Face coverings which include inappropriate language that could be perceived as offensive, derogatory, threatening, or intimidating are strictly prohibited. Repeated display of such face coverings will constitute disciplinary measures as outlined in the *Code of Student Conduct*.
6. Refusal to wear a face covering after directed to comply by an authority figure will constitute defiance of school personnel and/or disruptive behavior pursuant to the *Code of Student Conduct*. Continuous refusal to comply may result in a student being assigned to online or remote learning. Developmental ages and intellectual, developmental, and behavioral disabilities must be duly considered by the principal, as appropriate.
7. Students participating in extracurricular activities, such as athletics, musical or theatrical performances, where the wearing of facial coverings is not practicable or may create a health risk, will be directed by their teacher, coach, or advisor as to when facial coverings may be removed during the activity such as swimming or high intensity activities where breathing may be more difficult. However, students must continue to follow maximum social distancing and all other safety procedures in place for the activity and must resume wearing the facial covering when directed to do so.
8. Exemptions from the use of facial coverings must be requested directly to the school principal. Supporting documentation for the any exemption will be required. Students who have difficulty breathing, or sensory issues arising from a documented medical or psychological issue, or students who have communication issues and may require the teacher or service provider to see their mouth, may request an exemption from the Principal. If appropriate, they may be asked to wear a clear facial covering or face shield. Face shields must wrap around the sides of the wearer's face and extend below the chin. Documentation from a medical provider must be on file and reviewed by staff before a student will be excused from this facial covering requirement.
9. Facial coverings should not be required for anyone who is unconscious, incapacitated, or otherwise unable to remove the facial covering without assistance.

### **Student Illness at School**

If a student becomes ill or exhibits symptoms of COVID-19 while at school, the student will be separated from other students and staff to the designated space identified as the school's Isolation Room. While in the Isolation Room, the student will be monitored by school staff. Students must be picked up by a parent/guardian after initial illness identification. The District will contact parents/guardians and, if needed, the student's emergency contacts. Parents/guardians and/or emergency contacts will be informed of the importance of the student being picked up for the safety of the student and others.

### **Return to School**

1. Students presenting with general illness symptoms that are non-COVID related will need to remain home until they are symptom-free without the use of medication for 24 hours.
2. Students presenting with COVID-like symptoms, **but no known COVID contact**, are required to remain home until they receive a negative COVID test OR are fever-free without the use of medication for 24 hours AND have improved symptoms.
3. Students presenting with COVID-like symptoms, and **have a known COVID contact**, are required to remain home until they are cleared from isolation or quarantine by a medical professional AND they are fever free without the use of medication for 24 hours AND have improved symptoms.

### **Parents and other Visitors**

To prevent the spread of COVID-19, visitor access will be limited and restricted to the main office. Visitors are not permitted to enter any District buildings under the following conditions:

1. The individual has any of the following symptoms: a temperature of 100.4 degrees or higher; shortness of breath; cough; loss of taste or smell; muscle aches; weakness; chills; nausea; vomiting; or any other symptoms of COVID-19;
2. The individual has tested positive for COVID-19;
3. The individual has been exposed to someone with symptoms of COVID-19;
4. The individual has been exposed to someone who has tested positive for COVID-19.

Any visitors that are permitted to enter District buildings will be subject to screening, must wear a face covering and adhere to all District guidelines contained at [MDCPS Reopening Website](#), CDC, FDOH, and local health department guidelines.

**ACKNOWLEDGEMENT OF ADDENDUM TO PARENT/STUDENT HANDBOOK**

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Student ID#

\_\_\_\_\_  
School

\_\_\_\_\_  
Homeroom

**ACKNOWLEDGEMENT**

I have read this Addendum to the 2020-2021 Parent/Student Handbook. I agree to abide by these requirements, as well as any other applicable District guidelines, and understand that these requirements are subject to change. In an effort to keep myself and my family safe from infectious disease, specifically COVID-19, I will comply with these requirements.

Specifically, I understand that it is my personal responsibility to ensure that prior to boarding a school bus or arriving at school, I have taken care to assess any potential symptoms of my child, to take my child's temperature, and to ensure that there is no appearance of illness that would warrant my child staying home from school. I acknowledge that this is my responsibility and that for the safety of my school community, I must comply with these policies.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date