

## Site-Specific Safety Plan Details

### Site name: Palsson Elementary

#### 1. Occupancy limits for any shared or common work areas:

All common shared spaces have occupancy limits posted on all doors entering that room. These common area locations are; Principals office (2), Main office /copier (3), Staff room (6), Medical room (3), Itinerant office (2), Main student bathrooms (4) each.

#### 2. Directions for Student Pick-up, Drop-off and entry to reduce gathering and congregation:

At Palsson we have parents drop off students between approximately 8:40 and 9:05. These are not scheduled drop offs just how parents naturally stagger their drop offs. We also have 3 buses that drop students off during this time. Students proceed to a location where their class lines up. This is the location where teachers collect them at first bell at 8:55. Teacher/class entries are staggered by time and location to try and avoid congestion within the hallways and bathrooms. Certain bathrooms are used by certain classrooms to avoid overcrowding of sinks and spaces, also to support adherence to occupancy limits that are posted.

Lunch outside time. We have a scheduled outside play time at 11:30 to 12:15. Due to our school size we have not chosen to stagger the outside play time. Classes also have breaks outside with their classroom teacher. This is dependent on teacher choice and is not pre scheduled. At the end of lunch outside time students line up in predetermined class locations, teacher meets them here and they follow the morning routine of entering the building.

End of day dismissal occurs @ 2:45. Teachers lead their class outside to pre-arranged areas to help avoid congestion of parents at pick up areas. Students are released to parent, bus duty teachers, or afterschool care program.

#### 3. Indoor areas that lack capacity for distancing and that include interaction of staff with multiple cohorts:

Itinerant office is used by our itinerant staff to work with students – some via zoom, some in person, they always adhere to the 2 person occupancy for this space. Some of our itinerants use a barrier or they are wearing masks. This area has hand sanitizer available at all times.

Library/Fine Arts space. In this space the teacher wears a mask at all times and does her best to maintain physical distancing measures. There is also a plexi-glass barrier in place for book exchange. There is never more than one class in this space at one time.

#### 4. Separate supervised waiting area (indoor):

The separate supervised waiting area (black chairs in hallway) is near our medical room and is monitored by our office staff. Children will go to this if the medical room is needed by another student.

**5. Separate supervised waiting area (outdoor):**

This area is a picnic table just outside our front doors near the office. This area is mostly used when a parent is coming to pick up a child and wishes to not enter the building.

**6. Method for cleaning and disinfection of sports equipment and manipulatives:**

Outdoor play equipment is sanitized by spraying at the end of every lunch outside play time. It then sits until dry and can be re used the next day at outside play time. The spray cleaner is stored in a red bucket at the round about, near the storage area of the outside play toys. Students wash/sanitize their hands before going outside.

Gym equipment will be sprayed and then left to dry after each class has used items. The spray cleaner is stored in the equipment room. Students wash/sanitize their hands before entering the gym.

Every classroom has spray cleaner available to use to allow for extra sanitizing of manipulatives in the classroom after use. (Teacher or EA supports with this) Students wash/sanitize their hands often during the class day. And often specifically before using shared manipulatives.