



**Ballard Elementary School**  
**Phase Four: Fall 2020 Reopening Plan**  
*In Person Learning Daily With Stringent Safety Protocols*  
**(Masks Required for Students and Staff)**

Before & First Week of School:

<p><b>Thursday, August 20, 2020</b></p>	<ul style="list-style-type: none"> <li>● Families will receive notification about your child’s teacher via SchoolMessenger (phone, email or text)</li> <li>● Class lists will also be posted outside of the main entrance on Thursday at 5:00pm</li> <li>● Families will receive directions on how to sign up for required Parent/Teacher Return to School conference</li> <li>● Virtual Vikings do NOT attend Parent/Teacher Return to School conferences</li> </ul>
<p><b>Monday, Aug. 31, 2020</b></p>	<ul style="list-style-type: none"> <li>● No school for students</li> <li>● Required Parent/Teacher Return to School Conferences from 12:00pm-8:00pm</li> <li>● Students must attend with parent/guardian</li> <li>● Virtual Vikings do NOT attend Parent/Teacher Return to School conferences</li> <li>● Masks are required</li> </ul>

<b>Tuesday, Sept. 1, 2020</b>	<ul style="list-style-type: none"> <li>● No school for students</li> <li>● Required Parent/Teacher Return to School Conferences from 12:00pm-8:00pm</li> <li>● Students must attend with parent/guardian</li> <li>● Virtual Vikings do NOT attend Parent/Teacher Return to School conferences</li> <li>● Masks are required</li> </ul>
<b>Wednesday, Sept. 2, 2020</b>	<ul style="list-style-type: none"> <li>● The following grade levels report for in-person instruction: <ul style="list-style-type: none"> <li>○ Kindergarten, 1st and 2nd grades</li> </ul> </li> <li>● The following grade levels log onto Google Classroom (information given at Return to School Conferences): <ul style="list-style-type: none"> <li>○ 3rd, 4th and 5th grades</li> </ul> </li> </ul>
<b>Thursday, Sept. 3, 2020</b>	ALL GRADE LEVELS REPORT FOR IN PERSON LEARNING
<b>Friday- Monday, Sept. 4-7, 2020</b>	LABOR DAY HOLIDAY - NO SCHOOL
<b>Tuesday, Sept. 8, 2020</b>	ALL GRADE LEVELS REPORT FOR IN PERSON LEARNING FROM THIS DATE FORWARD

Student and Parent/Guardians Expectations	Staff Expectations:
Parents/Guardians: <ul style="list-style-type: none"> <li>● Wear a mask upon entering the building</li> <li>● 2 adults only for parent/teacher conference</li> </ul>	Professional Staff: <ul style="list-style-type: none"> <li>● Complete daily wellness check prior to entry into the building.</li> <li>● Wear a mask at all times while in the building.</li> <li>● Supervise hallways and classrooms to ensure students are reporting</li> </ul>

<p>Students:</p> <ul style="list-style-type: none"> <li>● Wear a mask upon entering the building</li> <li>● Attend parent/teacher conference</li> </ul>	<p>immediately to assigned homeroom classrooms. Ensure students are not congregating in hallways or common spaces.</p> <ul style="list-style-type: none"> <li>● Contact the office if a student is observed to have a fever or COVID-19 related symptoms.</li> </ul> <p>Administration:</p> <ul style="list-style-type: none"> <li>● Wear a mask upon entering the building</li> <li>● Ensure social distancing rules are followed</li> </ul>
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## Before School - Drop-off, Breakfast, & Supervision:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"> <li>● Conduct a daily student wellness check, including temperature, prior to sending a student to school. Students with a temperature over 100.4°F should stay home and absences should be reported to the office.</li> <li>● Only attempt to enter the school through the main office entrance. <ul style="list-style-type: none"> <li>○ Prioritize visits to minimize office visitor traffic.</li> <li>○ Visitors to the office must wear masks and hand sanitize.</li> <li>○ No building access beyond the office will be permitted for visitors.</li> </ul> </li> <li>● Ensure successful transport of student to school: <ul style="list-style-type: none"> <li>○ Bus: Ensure students successfully board the bus.</li> <li>○ Drop-off: Drop students off at designated entrance(s). Do not drop-off students at school prior to 8:40 am. Students walk straight through to their classroom.</li> </ul> </li> </ul> <p><b>Students (Bus Riders)</b></p> <ul style="list-style-type: none"> <li>● Sanitize hands and wear an approved face mask on the bus.</li> <li>● Sit in an assigned seat on the bus for the duration of the trip.</li> <li>● Adhere to all bus rules throughout the entire ride.</li> <li>● Exit the bus when directed by the driver.</li> </ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"> <li>● Complete daily wellness check prior to entry into the building.</li> <li>● Wear a mask at all times while in the building.</li> <li>● Supervise hallways and classrooms to ensure students are reporting immediately to assigned homeroom classrooms. Ensure students are not congregating in hallways or common spaces.</li> <li>● Contact the office if a student is observed to have a fever or COVID-19 related symptoms.</li> </ul> <p>Bus Drivers:</p> <ul style="list-style-type: none"> <li>● Wear a mask at all times while students are on the school bus.</li> <li>● Provide student riders with reminders of school bus expectations and safety guidelines.</li> <li>● Report repeated expectation violators to the office for disciplinary consequences.</li> <li>● Ensure the bus is disinfected following the completion of each route using cleaning and disinfecting protocols.</li> </ul> <p>Administration:</p> <ul style="list-style-type: none"> <li>● Ensure designated doors are propped open for arrival time.</li> <li>● Ensure adequate supervision is provided in drop-off locations, entrances, hallways, and homeroom classrooms.</li> <li>● Ensure proper signage is installed in hallways and common areas to</li> </ul>

- Enter the school through the bus door.
- Enter the building, continue to wear a face mask while traveling to, and travel directly to students' designated locker or homeroom classroom.
- Sanitize hands when entering the classroom, sit at the assigned seat, and begin eating breakfast (if applicable).

**Students (Car Drop-off)**

- Enter the building through the main entrance.
- Enter the building, continue to wear a face mask while traveling to, and travel directly to students' designated locker or homeroom classroom.
- Sanitize hands when entering the classroom, sit at the assigned seat, and begin eating breakfast (if applicable).
- Masks will be provided at door entry for children without masks.

promote social distancing and quality hygiene.

- Provide expectations, communications and reminders.
- Provide expectation violation warnings to students and parents/guardians.
- Issue disciplinary consequences for repeated expectation violators.
- Ensure designated student entry doors are closed after arrival time.

## During School - Instructional Time (The Classroom):

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>● Conduct a student wellness check, including temperature, prior to sending a student to school. Students with a temperature over 100.4°F should stay home and absences should be reported to the office.</li><li>● Discourage students from sharing items and food at school.</li></ul> <p>K-5 Students:</p> <ul style="list-style-type: none"><li>● Wear a mask upon entering the building, to locker/ classroom.</li><li>● Masks are strongly recommended to be worn in the classroom when students are in their cohort and with their classroom teacher.</li><li>● Do not share personal items or food with other students.</li><li>● Stay in cohorts throughout the entirety of the instructional day.</li><li>● Related Arts teachers will travel to and instruct in the classrooms. Sit in an assigned seat and practice social distancing from peers whenever possible.</li><li>● Highly recommended masks to be worn during related arts (art, music, and gym when in the classroom) due to teachers traveling to multiple classrooms and buildings throughout the day.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>● Wear a mask at all times while in the instructional space.</li><li>● Ensure classroom desks are organized into forward facing rows and are arranged in a manner that provides adequate distance (approximately 3 feet) from other students.</li><li>● Ensure students maintain distance whenever possible.</li><li>● Eliminate shared classroom materials that cannot be disinfected between individual uses.</li><li>● Facilitate time to disinfect desks, tables and door handles with EPA approved solutions and paper towels</li><li>● Issue restroom passes when requested by students to their assigned restroom in a staggered manner to limit clustering</li><li>● Provide expectation communications and reminders to students.</li><li>● Report repeated expectation violators to the office for disciplinary consequences.</li><li>● Dismiss students from class in a staggered manner to prevent clustering at doorways.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>● Ensure classroom furniture is physically distanced.</li><li>● Ensure proper signage is installed in classrooms to promote social distancing and quality hygiene.</li><li>● Ensure classrooms are disinfected between transition periods.</li><li>● Ensure supplies are readily available for custodians and teaching staff.</li><li>● Provide expectations, communications and reminders.</li><li>● Provide expectation violation warnings to students and parents/guardians.</li><li>● Issue disciplinary consequences for repeated expectation violators.</li></ul>

## During School - Hallways, Lockers, & Common Areas:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Encourage students to utilize social distancing practices and wear masks properly to and while at school.</li><li>• Ensure students have all learning materials packed in their backpack before departing for school each day.</li><li>• Check to ensure students only bring necessary items to school.</li><li>• Students may bring a transparent reusable water bottle.<ul style="list-style-type: none"><li>◦ Water fountains will not be available for student use.</li><li>◦ Water filling stations will be turned on.</li></ul></li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Wear a mask at all times.</li><li>• Report immediately to homeroom classrooms upon arrival to school.<ul style="list-style-type: none"><li>◦ Students may not visit lockers without permission from a staff member.</li></ul></li><li>• Carry a transparent reusable water bottle throughout the day as water fountains will not be available for use (water filling stations will still be turned on)..</li><li>• Follow all signage directions in the hallways and common areas.</li><li>• When possible, stay to the right when traveling down hallways and using stairs.</li><li>• Students may not share lockers or personal items/food with other students.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• Supervise hallways to ensure students are not congregating in hallways or common spaces.</li><li>• Provide expectation communications and reminders to students.</li><li>• Report repeated expectation violators to the BA office for disciplinary consequences.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure adequate supervision is provided in all hallways and common areas during transition periods.</li><li>• Ensure proper signage is installed in hallways and common areas to promote social distancing and quality hygiene.</li><li>• Provide expectation communications and reminders to students.</li><li>• Provide expectation violation warnings to students and parents/guardians.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li><li>• Supervise the cleanliness of all hallways, lockers, and common areas.</li></ul>

## During School - Office & Sick Room:

*Sick Room defined: students who have restroom accidents and need a change of clothes; students with injuries/in need of basic first aid*

Student and Parent/Guardians Expectations	Staff Expectations:
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>● Conduct a student wellness check, including temperature, prior to sending a student to school. Students with a temperature over 100.4°F should stay home and absence should be reported to the office.</li><li>● Only attempt to enter the building through the main office entrance.<ul style="list-style-type: none"><li>○ Parents/guardians must wear a mask and hand sanitize to enter the office.</li></ul></li><li>● Prioritize visits to minimize office visitor traffic.</li><li>● Ensure emergency contact information is up to date in the event the office staff needs to contact a parent/guardian.</li><li>● Ensure there are multiple, pre-arranged methods of getting a student home from school should they become ill or exhibit COVID-19 symptoms.</li><li>● Read all phone, email, SMS text and social media communications from the office regularly.<ul style="list-style-type: none"><li>○ Respond to messages promptly when appropriate.</li></ul></li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>● Wear a mask.</li><li>● Student brings sick pass with them from their classroom teacher</li><li>● Student meets staff member outside of office.</li><li>● Follow social distancing guidelines.</li></ul>	<p>Professional Staff (Office Staff):</p> <ul style="list-style-type: none"><li>● Wear a mask at all times while in the school building.</li><li>● Teacher provide appropriate colored sick pass to child</li><li>● Ensure the office workspace is kept clean. Sanitize common surfaces regularly throughout the day.</li><li>● Ensure social distancing protocols are followed whenever possible.</li><li>● Meet student outside of office for wellness check</li><li>● Isolate any student who possesses a fever of 100.4°F and/or COVID-19 related symptoms in the isolation area.<ul style="list-style-type: none"><li>○ Contact sick students' parents/guardians and facilitate student pick-up from school.</li><li>○ Contact administration immediately to notify them of illness.</li></ul></li><li>● Ensure the designated isolation area is disinfected by a custodian immediately after the space is vacated by the ill student.</li><li>● Manage use of door handles to ensure minimal contact</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>● Install protective barriers as needed in the office to protect employees working in the isolation area.</li><li>● Ensure proper signage is installed in the office and medical isolation room to promote social distancing and quality hygiene.</li><li>● Ensure regular cleaning and disinfecting takes place in the office and medical isolation area.</li><li>● Ensure seating areas are properly physically distanced in the office.</li><li>● Ensure the medical isolation room is properly supervised when in use.</li></ul>

## During School: COVID-19 Symptom Room:

**COVID-19 Symptom Room defined: students who exhibit COVID-19 symptoms, which are defined by the Berrien County Health Department and CDC Guidelines**

Student and Parent/Guardians Expectations	Staff Expectations:
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>● Conduct a student wellness check, including temperature, prior to sending a student to school. Students with a temperature over 100.4°F should stay home and absence should be reported to the office.</li><li>● Only attempt to enter the building through the main office entrance.<ul style="list-style-type: none"><li>○ Parents/guardians must wear a mask and hand sanitize to enter the office.</li></ul></li><li>● Prioritize visits to minimize office visitor traffic.</li><li>● Ensure emergency contact information is up to date in the event the office staff needs to contact a parent/guardian.</li><li>● Ensure there are multiple, pre-arranged methods of getting a student home from school should they become ill or exhibit COVID-19 symptoms.</li><li>● Read all phone, email, SMS text and social media communications from the office regularly.<ul style="list-style-type: none"><li>○ Respond to messages promptly when appropriate.</li></ul></li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>● Wear a mask.</li><li>● Student brings sick pass with them from their classroom teacher</li><li>● Student meets staff member outside of office</li><li>● Follow social distancing guidelines</li></ul>	<p>Professional Staff (Office Staff):</p> <ul style="list-style-type: none"><li>● Wear a mask at all times while in the school building.</li><li>● Ensures student keeps mask on at all times when in the COVID-19 room</li><li>● Ensure social distancing protocols are followed whenever possible.</li><li>● Teacher provide appropriate colored sick pass to child</li><li>● Isolate any student who possesses a fever of 100.4°F and/or COVID-19 related symptoms in the designated isolation area in the office.<ul style="list-style-type: none"><li>○ Contact sick students' parents/guardians and facilitate student pick-up from school.</li><li>○ Contact administration immediately to notify them of illness.</li></ul></li><li>● Ensure the designated isolation area is disinfected by a custodian immediately after the space is vacated by the ill student.</li><li>● Manage use of door handles to ensure minimal contact</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>● Install protective barriers as needed in the office to protect employees working in the isolation area.</li><li>● Ensure proper signage is installed in the office and medical isolation room to promote social distancing and quality hygiene.</li><li>● Ensure regular cleaning and disinfecting takes place in the office and medical isolation area.</li><li>● Ensure seating areas are properly physically distanced in the office.</li><li>● Ensure the medical isolation room is properly supervised when in use.</li></ul>



## During School - Recess:

Student and Parent/Guardians Expectations	Staff Expectations:
<p>Parents/Guardians:</p> <ul style="list-style-type: none"> <li>• Conduct a daily student wellness check, including temperature, prior to sending a student to school. Students with a temperature over 100.4°F should stay home and absences should be reported to the office.</li> </ul> <p>Students:</p> <ul style="list-style-type: none"> <li>• Recess breaks will be taken as cohorts.</li> <li>• Communal playground and sports equipment (i.e. basketball) will not be available for use.</li> <li>• Students will wash their hands/sanitize before and after using the playground.</li> </ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"> <li>• Ensure that playground areas are adequately supervised</li> <li>• Ensure that students wash their hands/sanitize before and after using the playground.</li> <li>• Masks optional if with their cohort of students and social distancing is followed.</li> <li>• Staff will bring a medical bag and radio to the playground.</li> <li>• Cleaning provided by custodial staff</li> </ul> <p>Administration:</p> <ul style="list-style-type: none"> <li>• Ensure adequate supervision is provided during recess.</li> <li>• Provide expectation communications and reminders to students.</li> <li>• Provide expectation violation warnings to students and parents/guardians.</li> <li>• Issue disciplinary consequences for repeated expectation violators.</li> <li>• Supervise the disinfecting of playground equipment.</li> </ul>

## During School - Lunch Service:

Student and Parent/Guardians Expectations	Staff Expectations:
<p>Parents/Guardians:</p> <ul style="list-style-type: none"> <li>• Teach students healthy and hygienic eating habits.</li> <li>• Teach students how to open items brought from home or put in kid friendly materials.</li> <li>• No visitors will be permitted to eat lunch with students.</li> <li>• Outside food deliveries will not be permitted during lunch service.</li> </ul> <p>Students:</p>	<p>Professional Staff (Supervisory Duty):</p> <ul style="list-style-type: none"> <li>• Supervise designated eating areas to ensure students are social distancing during lunch service.</li> <li>• Wear a face mask while circulating around designated eating areas. <ul style="list-style-type: none"> <li>◦ Social distance from students as much as possible.</li> </ul> </li> <li>• Provide expectation communications and reminders to students.</li> <li>• Report repeated expectation violators to the office for disciplinary consequences.</li> <li>• Monitor and issue passes for restroom use during lunchtime.</li> </ul>

- Students will eat lunch in their classrooms.
- Students may not share food or drink items with others.
- Students will wash their hands before and after eating.
- Students who purchase lunch will have two lunch choice options daily. Lunch will be delivered to the classroom.

- Dismiss students from lunch service using a staggered dismissal method to ensure social distancing occurs at the end of lunch.

Professional Staff (Lunch Break):

- Dismiss students from the classroom (if applicable) in a staggered fashion to prevent clustering at doorways and encourage social distancing in the hall.
- Monitor the hallway area outside of classrooms to ensure students do not congregate after dismissal and travel directly to lunch.
- Wear a mask while traveling in the hallway and wash hands prior to eating lunch. Sanitize the eating location prior to the start of lunch.
- Staff may take off masks to eat lunch.
- Social distance with colleagues while eating lunch during designated lunch break.

Cafeteria Staff:

- Wear masks during food preparation and while serving all meals to students and staff. When possible, stay behind protective barriers.
- Clean and disinfect serving areas and tables between lunches.

Administration:

- Ensure that there is enough seating provided to ensure social distancing can be practiced. Develop additional eating areas as needed to permit social distancing..
- Ensure that the doors to designated lunch service and eating area doors are propped open by the start of lunch service.
- Ensure adequate supervision is provided in all lunch service areas.
- Ensure proper signage is installed in hallways, lunch service areas, and eating areas to promote social distancing and quality hygiene.
- Provide expectation communications and reminders to students.
- Provide expectation violation warnings to students and parents/guardians.
- Issue disciplinary consequences for repeated expectation violators.
- Ensure cleanliness of all eating locations during lunch service.

## During School - Meetings & Conferences:

Student and Parent/Guardians Expectations	Staff Expectations:
<p>Parents/Guardians:</p> <ul style="list-style-type: none"> <li>Communicate general inquiries to professional staff using phone, app or teachers' email addresses.</li> <li>Participate in virtual meetings when requested by the staff.</li> <li>Notify the school if there is a personal technology barrier that would prevent participation in a virtual meeting prior to the scheduled appointment.</li> </ul> <p>Students:</p> <ul style="list-style-type: none"> <li>Participate in virtual meetings as requested by parents/guardians or school staff.</li> <li>Wear a mask when attending in person meetings with staff members.</li> <li>Follow all social distancing protocols when meeting with a staff member at school.</li> </ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"> <li>When invited, attend required virtual meetings using district provided technology.</li> <li>Wear a mask when attending in person meetings with staff members and/or students.</li> <li>Follow all social distancing protocols when meeting with staff members and/or students.</li> </ul> <p>Administration:</p> <ul style="list-style-type: none"> <li>Ensure parents/guardians understand how to participate in virtual meetings.</li> <li>Ensure social distancing guidelines are followed when in person meetings are held between students and staff.</li> <li>Ensure furniture and seating options permit social distancing throughout the building.</li> </ul>

## During School - Restrooms

Student and Parent/Guardians Expectations	Staff Expectations:
<p>Parents/Guardians:</p> <ul style="list-style-type: none"> <li>Teach students healthy and hygienic restroom habits.</li> <li>Teach students to wash their hands with soap and water each time they use the restroom</li> </ul> <p>Students:</p> <ul style="list-style-type: none"> <li>Wear a mask at all times.</li> <li>Obtain staff member permission to travel to the restroom during instructional time.</li> <li>Follow all signage in the hallways, common areas, and restrooms.</li> <li>Social distance while in the restroom as much as possible.</li> <li>If all open restroom stalls are in use, exit the restroom and wait on</li> </ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"> <li>Assist in the supervision of restrooms, hallways, and common areas during transition times.</li> <li>Issue restroom passes to students when requested during instructional time.             <ul style="list-style-type: none"> <li>When possible, stagger the use of the restroom to avoid clustering.</li> </ul> </li> <li>Provide expectation communications and reminders to students.</li> <li>Report repeated expectation violators to the office for disciplinary consequences.</li> </ul> <p>Administration:</p>

<ul style="list-style-type: none"> <li>social distance floor markings outside the restroom entrance.</li> <li>Students are required to wash hands prior to leaving the restroom.</li> </ul>	<ul style="list-style-type: none"> <li>Ensure proper signage is installed in restrooms to promote social distancing and quality hygiene.</li> <li>Provide expectation communications and reminders to students.</li> <li>Provide expectation violation warnings to students and parents/guardians.</li> <li>Issue disciplinary consequences for repeated expectation violators.</li> <li>Supervise the cleanliness of all restrooms.</li> </ul>
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**After School - Pick-up & Bus Transportation:**

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p><b>Parents/Guardians:</b></p> <ul style="list-style-type: none"> <li>Ensure students understand how they are supposed to travel home at the end of each day.</li> <li>Adhere to the pick-up process.</li> <li>Remain in your cars.</li> <li><u>For bus riders:</u> ensure your child knows their bus color &amp; bus expectations</li> <li><u>For car riders:</u> ensure your child knows their number &amp; pick-up expectations</li> </ul> <p><b>Students (Bus Riders):</b></p> <ul style="list-style-type: none"> <li>Wear a mask after dismissal when traveling to the outdoor bus lines. Exit designated doors</li> <li>Practice social distancing while lining up for the bus.</li> <li>Sanitize hands and wear a face mask on the bus.</li> <li>Sit in an assigned seat on the bus for the duration of the trip.</li> <li>Adhere to all bus rules throughout the entire ride.</li> <li>Exit the bus when directed by the driver.</li> </ul> <p><b>Students (Pick-up line):</b></p> <ul style="list-style-type: none"> <li>Wear a mask after dismissal when traveling to the parent pick up line</li> <li>Exit the through the main entrance</li> <li>Adhere to social distancing guidelines in the hallways and outdoors while waiting for parents/guardians.</li> </ul>	<p><b>Professional Staff:</b></p> <ul style="list-style-type: none"> <li>Wear a mask at all times.</li> <li>Report to end of day designated supervisory locations.</li> <li>Supervise hallways, bus lot and parent pick up line to ensure students are not congregating in common areas and are following social distancing guidelines.</li> </ul> <p><b>Administration:</b></p> <ul style="list-style-type: none"> <li>Ensure designated doors are propped open for dismissal.</li> <li>Ensure designated doors are closed after dismissal.</li> <li>Ensure adequate supervision is provided in pick-up locations and bus lines.</li> <li>Ensure proper signage is installed to promote social distancing and quality hygiene.</li> <li>Provide expectations, communications and reminders.</li> <li>Provide expectation violation warnings to students and parents/guardians.</li> <li>Issue disciplinary consequences for repeated expectation violators.</li> </ul>