



# CROSSROADS

## SCHOOL

In efforts to maintain the safety of our students, families and staff, the following safety policies will be put into practice at Crossroads School until further notice. Amongst the current conditions of the rapidly changing public health landscape, we are asking for the complete understanding and cooperation of our 2020/2021 school attenders.

### **Closed Campus**

Crossroads School will operate as a closed campus and will not be open to visitors during school hours. All students must bring their lunch, snacks and daily use items to school each day at the time of arrival. If a student must leave early, the parent must notify the school office and the student will be signed out at the school entrance inside the building.

### **Chick-fil-A Catering Service**

Crossroads School will not offer Chick-fil-A lunch options until further notice.

### **Contained Classes**

Each classroom will operate independently and will not mix with other classes during the school day for lunch, recess, chapel nor specials. Students and teachers will not be required to wear face masks during the school day unless otherwise notified by school administration. As per CDC guidelines, Staff and students over the age of two are permitted to wear a face mask during the school day, as a personal choice.

### **Special Events**

There will be no scheduled special events until further notice. Teachers will notify parents ahead of time should special events be scheduled.

### **Personal Supplies**

Each student will have their own set of school supplies in the classroom that will not be shared with other students. Parents must label ALL supplies and personal items brought to class. Students must bring a nap mat with a wipeable surface. (ex: Kindermat)  
Students may only bring items needed for THAT day (lunch/snack, folder, change of clothing, diapers, wipes, etc.). Crossroads School will not store personal items inside classrooms and these items will be sent home with the student at the end of each school day.

## **Parent Notification**

If a classroom is exposed to a positive COVID-19 case, parents of that classroom will be notified by the School Director through email, using the email address on file with the school office. In order to ensure the school office has an accurate email address on file, parents should log in to their ParentsWeb account and update their contact information.

## **Supply Drop-off**

The following days are available for parents to drop off school supplies and enrollment forms (listed below):

Monday - Thursday **August 10th - August 13th from 9am to 2pm**

(All supplies are to be **labeled** with the students' name)

The following forms **MUST** be on file prior to the first day of class for your child to begin school:

1. Handbook signature page
2. Immunization records
3. Child Health Form

## **Arrival (8:15am - 8:30am)**

Students will be admitted to the school at designated check-in stations. Stations will be set up according to classrooms. Parents will be notified of their child's assigned check-in station prior to the first day of school. Parents are encouraged to have the same individual to drop off and pick up their child/children each day per CDC guidelines. Parents are also encouraged to wear a face mask at arrival to ensure the safety of our check-in staff.

- Students must wear their Identification Tag at arrival
- All student belongings should be labeled and **INSIDE** their backpack
- All backpacks should be labeled with child name, classroom and teacher
- Students will sanitize hands upon entry to the school
- Students showing signs of illness or running fever will **NOT** be allowed to check in

## **Early Room**

- Early Room arrival will be from 7:30am - 7:55am
- Crossroads School Staff will not check in students from 7:55am - 8:15am

## **Dismissal (2:30pm)**

- Students will be dismissed at the same door they completed check-in
- Students will only be dismissed to an individual on their pick-up list
- Students will wear their Identification Tag for dismissal
- Once a student has been dismissed, they will not be allowed back into the school

## **After School Care**

Students who are enrolled in after school care will be dismissed from the main school entrance inside the building.