

## Checklist for Starting School

The purpose of this checklist is to organize your thoughts as the school year begins. Feel free to add other items that are missing. This school year will be one like none other. Please feel free to ask your principal or collaborative lead if there are items listed that you do not have a clear understanding of how you “fit” in their implementation, the bigger school-wide plan, or to points raised below that you feel more guidance is required for you to address them. Focus on your role and responsibilities when reviewing this. Envisioning a safety bubble that your class “lives in” is a visual picture you can create and convert to reality.

### Self-Care Before School Starts

- Do you plan to have a physical before starting school?
- Do you plan to begin walking or building up your stamina in another way?
- Do you plan to spend one day a week on something you want to do that is FUN?
- Are you starting to operate under a schedule that resembles bedtime and waking up at a similar time that you follow during school?
- Are you honestly addressing your own feelings of anxiety and concerns about starting school? Are you seeking other teachers to ZOOM with to “talk” through your concerns?

### Policy

- Will you develop a parent handout/book for the Kindergarten parents on post-COVID policies?
- Will your school district be allowing children to continue to attend school virtually? If yes, what policies pertain to kindergarten?
- Will all children continue to still be screened prior to their entrance into the school? How? What will be your responsibility?
- Will screening be being different for car riders than bus riders?
- Will faculty still wear face shields or masks? Will parents still be required to wear a face covering if they want to enter the school?
- Will all children be temperature screened in your room at some point during the day?
- Will all children wash their hands upon entering the room? Use hand sanitizer?
- Will staff be temperature screened daily as they come to work?
- Will staff be temperature screened at some point during the day?
- Is there a policy concerning systematic cleaning of tabletops, chairs and other high hand traffic surfaces during the school days?
- Is there a classroom policy requiring a student hand washing/sanitizing at some point in the morning and afternoon other than meal or snack time?
- Will children stay in the classroom all day? Will food be delivered to the room? Special education services provided in the classroom? How will recess be addressed?
- Do you know the revised sick child policy as it relates to COVID?
- What is the plan if a parent cannot be reached to pick up their child if they are sick? Chooses not to come or cannot get off work? What is the consequence if they do not come to pick up the child? How will the child be isolated until the parent arrives?

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### **Problem Solving Strategies examples given-no product endorsement**

- ✓ If you do not have a sink in the classroom, investigate the possibility of a sink that does not require a connection to the plumbing.  
(<https://www.google.com/search?q=portable+sink+with+hot+water&oq=portable+sink&aqs=chrome.69i57j0l7.14694j0j7&sourceid=chrome&ie=UTF-8>)
- ✓ Hand sanitizer dispenser (steps for using hand sanitizer) [https://www.ctoec.org/wp-facs-content/uploads/2019/02/hand\\_sanitizer\\_fact\\_sheet.pdf](https://www.ctoec.org/wp-facs-content/uploads/2019/02/hand_sanitizer_fact_sheet.pdf)
- ✓ Face shields for children (<https://www.amazon.com/Protective-Fisherman-Windproof-Dustproof-Protection/dp/B0865SQ9PN>)
- ✓ Questions to pose about students wearing cloth masks: (1) who will purchase the masks? (2) who will be responsible for washing the masks? (3) how will each child keep up with their mask? (4) what happens when the child does not have a mask? (5) what if a child refuses to wear a mask or the parent says no mask? (6) how will child participate in speech therapy (if applicable)
- ✓ If you have face coverings for students set, clear and simple rules just as you do regular classroom rules
- ✓ Documentation of teachers and child's temperature daily (if temp is taken) use sheet like you use for lunch count
- ✓ Digital thermometer  
(<https://www.google.com/search?q=digital+thermometer&oq=digital+them&aqs=chrome.1.69i57j0l7.6649j0j7&sourceid=chrome&ie=UTF-8>)
- ✓ If the bathroom is not in the classroom consider asking the assistant teacher to take 3-4 children at a time, while instruction continues –children wash hands in the bathroom and when they return to the classroom, should they use sanitizer upon entering the room?
- ✓ Correctly washing hands is very important for teachers and children. Modeling is the best way to teach the process. (<https://www.youtube.com/watch?v=NoxdS4eXy18> explains importance of washing hands) (<https://www.youtube.com/watch?v=fLNtrXtBrko> About COVID and germs) (<https://www.cdc.gov/handwashing/videos.html> CDC demonstration of hand washing)
- ✓ If the class leaves the classroom for the cafeteria or any other reason, consider teaching them a game that would promote keeping their hands off the walls and each other

### **Educational Materials, Curriculum and Classroom Set-up**

- Order educational materials per kindergarten guidelines
- Review and adjust daily schedule per school district direction
- Determine if you will still use the lesson plans written for in-home students last year (if applicable)
- Order cleaning materials. You will need for 3 months prior to school starting

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- Establish daily routine that includes any specific hygiene rituals
- Include the hygiene practices as you would the rules for center management-it will take numerous reminders. **Patience is critical. Post picture signs for reminding the children and staff how and when to wash their hands.**
- Develop a systematic plan for sanitizing educational materials
- Work with building custodian to understand the schedule of building-wide cleaning
- Determine how snacks will be served and develop a routine
- Determine how you prefer you want the children to interact using good judgement and knowledge of child development and reasonable expectations of four- and five-year-olds
- Determine how you will set up your classroom centers to support small groups of children using learning centers. Will it be any different than before COVID?

### **Parent Engagement**

- What type of parent communication do you plan for students related to safety and hygiene practices in the classroom? Riding the bus?
- How will you communicate with parents regarding academic progress of their child?
- What type of parent communication do you plan for in-home students with regard to in-home instruction (if applicable)?
- Do you know what percentage of students will have access to internet? No access to the internet? How will you communicate with parents in both situations?
- Will you still use online learning even if children are in school all day to promote parent engagement?