

Valley Forge Elementary Logistics Guide for Parents

August 2021

The Tredyffrin/Easttown School District is committed to enabling full-time, in-person instruction for all students in the District. Please find more specific information about the District's [updated COVID-19 mitigation strategies](#) which went into effect Monday, August 16 and will remain in effect until further notice. Families are encouraged to review the [COVID-19 mitigation strategies](#) in detail prior to the start of the school year. A summary of the strategies is below:

- **Masking.** Individuals aged two and over are required to wear a face covering while indoors in any District building and on school buses regardless of vaccination status. [Click here for CDC information on proper mask-wearing](#). Masking is optional but welcome during outdoor activities such as recess, activity or PE. Although quarantines may still be required, universal indoor masking will greatly reduce the necessity for educational interruption for all students and staff.
- **Physical Distancing.** TESD will work to maintain at least 3 feet of physical distancing between students whenever possible. Physical distancing of less than 3 feet may occur in classroom activities, building transitions, transportation, lunch, or other times during the day. The CDC has indicated that the inability to maintain 3 feet of physical distancing should not be a barrier to full, in-person instruction, provided the District implements other prevention strategies such as mask wearing.
- **Symptom Screening.** By sending their child to school, families are affirming that their child does not have any COVID-19 symptoms (see full COVID-19 mitigation strategies), has not been directed to quarantine, and is not otherwise sick or ill. A daily symptom screener submission in PowerSchool will no longer be required.
- **COVID-19 Testing** - Pending the provision of testing supplies from the CCHD and CHOP, the District anticipates being able to conduct rapid antigen testing, both in response to COVID-19 cases and as a screening measure. Weekly screening antigen testing will be available to all unvaccinated individuals (students and staff). A survey will be provided prior to the start of the school year to identify those who wish to participate.

VFES Procedures:

| Topic | Procedures |
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| Symptoms Affirmation for Students | <p>We will not be asking families to complete the screener each day in PowerSchool.</p> <p>By sending your child to school, you are affirming the following:</p> <ol style="list-style-type: none">1. My child does not have any Covid symptoms.2. My child has not been directed to quarantine.3. My child is not otherwise ill or sick. <p>If you cannot affirm these three statements, please contact the VFES Attendance office (VFEattendance@tesd.net) and inform them that your child will be home sick from school.</p> |

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| <p>Early Drop-Off</p> <p>Click the link below to sign up, if needed to relieve a significant family hardship.</p> <p>https://forms.office.com/r/WpP0yQvPV1</p> | <p>Due to the 2019 change in the elementary school start times, the T/E School District provides an early student drop-off option. This option has been approved to support elementary parents who are facing a significant hardship because of conflicts with work schedules or other commitments. Unless your family is experiencing a significant hardship that impacts your morning schedule, parents will need to make arrangements to accommodate this year's 8:45-9:10 a.m. drop-off time.</p> <p>We emphasize that parents should only use Early Drop-Off to relieve a significant family hardship. In addition, it is expected that families will commit to using this program on a consistent basis. From 8:30-9:00 a.m., students will report to the cafeteria where adult supervision will be provided until students go to their classrooms at 9:00 a.m.</p> <p>Parents who have registered their child for Early Drop-Off may bring their child to school between 8:30 - 8:40 a.m. The District- provided Early Drop-Off option is not available prior to 8:30 a.m.</p> |
| <p>Visitors / Volunteers</p> | <p>Mitigation strategies are in place in order to facilitate a full in-person school experience for our students. Volunteers and visitors at VFES will be limited to essential purposes and, when possible, scheduled visits. Indoor events that involve families or large groups of adults will be curtailed during school hours. Please contact the school secretary, Diana DiMaiuta, with any requests to visit the buildings.</p> |
| <p>Student Arrival / Drop-Off</p> | <p>Parent Drop-Off (Carpool):</p> <ul style="list-style-type: none"> ○ School starts at 9:10 a.m. Students should be dropped off starting at 8:45 AM at the main lobby doors. ○ As you enter the school driveway from Walker Road, please form a single line on the right side of the driveway and proceed to the front entrance of the school. ○ Do not enter the bus circle area. Please wait in a single line until you can safely drop students at the sidewalk near the front entrance. Even if the buses appear to have already arrived, please do not enter the bus circle area. ○ Pull all the way forward to the sidewalk at the front entrance in a single line and discharge passengers from the right side of your vehicle on the sidewalk. At no time should children be in the driveway. Several cars can pull to the curb single file. ○ Please pull forward and do not park in front of the school or leave your vehicle. ○ Please note this change from last year: All students K-4 will arrive through the main lobby doors during the 21-22 school year. Arrival begins at 8:45 unless you have signed up for early-drop-off at 8:30 due to a significant hardship. <p>Walkers:</p> |

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| | <ul style="list-style-type: none"> ○ School starts at 9:10 a.m. Students should arrive starting at 8:45 AM this year and should enter through the main lobby doors. <p>Bus Arrival:</p> <ul style="list-style-type: none"> ○ Students riding buses will arrive between 8:45 and 9:10 AM and will enter the school via the doors in the bus circle. <p>8:30 a.m. – Early Drop Off students report to the cafeteria</p> <p>8:45 a.m. – Student arrival begins. Students report to the cafeteria if they arrive before 9:00 a.m.</p> <p>9:15 a.m. – Late Bell; late arriving students check in at greeter’s desk at the main entrance to be marked late and then proceed to classrooms.</p> |
| <p>Student Dismissal / Pick- Up (see ‘Safety Reminders’ below)</p> | <p>Parent Pick-Up (Carpool):</p> <ul style="list-style-type: none"> ○ School is dismissed at 3:45 p.m. Depending on the number of families utilizing the carpool line, we may start the dismissal process earlier, if needed. As you enter the driveway from Walker Road please form a single line in the far right side of the driveway. Staff members will record student names on an iPad that will display in the classrooms. Students will exit from the main lobby doors. Please pull forward to the front entrance to allow room for several cars. ○ If your child is not at the pick-up area and there are other parents waiting behind you, pull forward and we will call for your child. ○ On the first day of school in your child’s red folder you will receive a Valley Forge carpool ID tag with your child’s name. Please place this carpool ID tag in your front window to facilitate picking up your child. <p>Walkers:</p> <ul style="list-style-type: none"> ○ Walkers are dismissed from the playground doors at the back of the building. Please notify your child’s teacher if he/she will be walking. ○ For those parents who come to the door to pick up their children at the playground doors, we ask that you wait outside and carry the carpool ID tag with you. School personnel will record the names on an iPad, and students will be dismissed from their classrooms to the playground doors. <ul style="list-style-type: none"> ● Buses: <ul style="list-style-type: none"> ○ Students riding buses will be called to the cafeteria and loaded in the bus circle. Seats will be assigned on buses. Masks must be worn on buses. |

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| <p>Early Dismissal (for an appointment)</p> | <p>Please send a note for any early dismissals to vfeattendance@tesd.net. Park in an open parking space in the parking lot. Call the main office (610-240-1600) and office staff will meet you at the main entrance with your child.</p> |
| <p>Arrival and Dismissal Safety Reminders</p> | <p>Please refrain from using cell phones when entering or exiting the carpool circle. Arrival and dismissal times are very busy, and we need everyone to be alert.</p> <p>Each family will receive a Valley Forge Carpool ID Tag to display in their cars in the carpool line. In order to keep our carpool line running safely and smoothly, we ask that you display the name card on your dashboard or under your visor.</p> <p>Please pull forward as far as possible to allow staff members to load several children into their cars at once. If you have to wait for your child or buckle them in, again, please pull up as far as you can to allow the carpool line to move quickly.</p> <p>Please do NOT get out of your car to retrieve your child from the line. Please let your child out on the curb side of the carpool circle.</p> <p>We strive to keep the line moving so everyone can get out in a timely manner.</p> <p>Please do not park and leave your car anywhere but in a lined parking spot during morning drop off or afternoon dismissal.</p> <p>Please be mindful of the stop signs, oncoming traffic in the parking lot, and the speed limit. Cars are not permitted in the bus circle</p> |
| <p>Masking and Social Distancing</p> | <p>Wearing a properly fitting mask serves as a strong protective measure for both the individual wearing the mask and others around them. Please note information from the CDC on the importance of wearing masks (here) and the proper type of mask to wear (here). Gaiters are not permitted.</p> <ul style="list-style-type: none"> • Masking. Individuals aged two and over are required to wear a face covering while indoors in any District building and on school buses regardless of vaccination status. Masking is optional but welcome during outdoor activities such as recess, activity or PE. Although quarantines may still be required, universal indoor masking will greatly reduce the necessity for educational interruption for all students and staff. Families are encouraged to review the COVID-19 mitigation strategies in detail prior to the start of the school year. |

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| | <p>TESD will work to maintain at least 3 feet of physical distancing between students whenever possible. Physical distancing of less than 3 feet may occur in classroom activities, building transitions, transportation, lunch, or other times during the day. The CDC has indicated that the inability to maintain 3 feet of physical distancing should not be a barrier to full, in-person instruction, provided the District implements other prevention strategies such as mask wearing.</p> <p>Teachers will be wearing masks during instruction when students are in the classroom, as will students.</p> <p>Current guidance from CCHD and CDC identify that for K-12 indoor classroom settings, the close contact definition excludes students within 3-6 feet of a positive COVID-19 case when both students were wearing a proper mask and other prevention strategies were in place.</p> |
| Special Areas | <p>Art, Music and Library/Media will happen in the Art Room, Music Room, and Library, respectively.</p> <p>Physical Education classes will be held outside, as frequently as possible (weather conditions permitting).</p> <p>Band, chorus and strings will be held to the extent possible with proper social distancing measures and mitigation strategies in place.</p> |
| Student Lunch | <p>Students bring bagged lunches from home or order lunch from the cafeteria via their teachers during morning meetings.</p> <p>Students will wear masks as they pick up their lunches in the cafeteria, and the mask-off eating time during lunch periods will be limited to less than 15 minutes to the fullest extent possible.</p> <p><u>Due to the large number of students at Valley Forge with life-threatening food allergies, we encourage families not to send students to school with peanut butter or nuts for snack or lunch.</u></p> <p>During the 2021-2022 school year, students will not be charged for school meals. There is still a cost for snacks.</p> <p>To provide as much social distancing as possible between students while they are eating, we will now use a combination of the cafeteria and the large group room at Valley Forge for all lunch periods. Classes will rotate locations on a regular schedule.</p> |
| Recess | <p>Recess will be held by grade level, rather than by individual class, at regularly scheduled times for each grade level. Students will wash or sanitize hands before and after playground use. Masking is optional but welcome during outdoor activities such as recess or PE.</p> |

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| Safety Drills | Social distancing will be encouraged for all fire drills, lockdown drills and other safety drills. |
| Elementary iPads | Information regarding student device distribution for the 2021-2022 school year is now available on the TESD website. Please feel free to email familyhelpdesk@tesd.net if you have any questions after reviewing the information. |
| 2021-22 Virtual Instruction Option | <p>TESD is developing plans to offer a virtual program in partnership with Brandywine Virtual Academy during the 21-22 school year. A presentation was held on 8.19.21 to provide information on the BVA program. Link to 8.19.21 Virtual Presentation (needs to be posted)</p> <p>If you intend to have your child participate in the virtual program, please complete the commitment form below by August 25, 2021 and contact the HES Main Office at 610-240-1502. This form is a commitment to have your child participate in the virtual program through at least the first marking period.</p> <p>2021-22 Virtual Instruction Commitment Form</p> |

Valley Forge Elementary Reopening Checklist for Parents and Students

- [PowerSchool](#) – please make sure you know your PowerSchool login (more information about PowerSchool is [here](#))
- If needed to relieve a significant family hardship, sign up for Early Drop Off at this link: <https://forms.office.com/r/WpP0yQvPV1>
- Please ensure that students have all necessary grade-level supplies. Supply lists can be found at this link. For financial assistance reach out to one of our school counselors, Carolyn Swetkowski or Karen Kilby. <https://tinyurl.com/VFES-School-Supplies>
- Please spend time practicing the wearing of masks/face coverings, proper handwashing and social distancing

Daily Checklist

- Please send children to school with 2 masks/face coverings – one on, one in backpack
- Please send children to school with a filled water bottle (water bottle filling stations are available, but water fountains are disabled to prevent infection)
- Please send children to school with their iPad, fully charged, each day
- Please send children to school with a bagged lunch, if students are not ordering lunch from the cafeteria (Information about [TESD Food and Nutrition Services](#)). During the 2021-2022 school year, students will not be charged for school meals. There is still a cost for snacks.