

**Devon 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 Covid Mitigation Plan here](#).

<b>Topic</b>	<b>Procedures</b>
<b>Symptoms Affirmation for Students</b>	<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"> <li>1. My child does not have any Covid symptoms.</li> <li>2. My child has not been directed to quarantine.</li> <li>3. My child is not otherwise ill or sick.</li> </ol> <p>If you cannot affirm these three statements, please contact the Devon Attendance office (<a href="mailto:desattendance@tesd.net">desattendance@tesd.net</a>) and inform them that your child will be home sick from school.</p>
<b>2021-22 Virtual Instruction Option</b>	<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. <a href="#">Link to 8.19.21 Virtual Presentation</a></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 Devon Main Office at 610-240-1450. This form is a commitment to have your child participate in the virtual program through at least the first marking period.</p> <p><a href="#">2021-22 Virtual Instruction Commitment Form</a></p>
<b>Early Drop-Off</b>  <b>Click <a href="#">HERE</a> to sign up if needed to relieve a significant family hardship.</b>	<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</p>

	<p>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. To register your child for the 8:30-8:45 drop-off option, please use the link in the column to the left.</p> <p>Parents who have registered their child for Early Drop-Off may bring their child to school between 8:30 - 8:45 a.m. The District- provided Early Drop-Off option is not available prior to 8:30 a.m.</p>
<p><b>Visitors / Volunteers</b></p>	<p>Mitigation strategies are in place to facilitate a full in-person school experience for our students. Volunteers and visitors at Devon will be limited to essential purposes and, when possible, scheduled visits. Indoor events that involve families or groups of adults will be reduced during school hours. Please contact the school secretary, Michele Seeger, in advance with requests to visit the buildings.</p>
<p><b>Student Arrival / Drop-Off</b></p> <p>(see ‘Safety Reminders’ below)</p>	<p><u>Carpool</u> – Use the carpool circle only for student drop-off. Please use the entire length of the sidewalk in the carpool line to allow more students to exit vehicles at one time.</p> <p>8:30 a.m. – Early Drop Off students report to the cafeteria (if registered)</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><b>Student Dismissal / Pick-Up</b></p> <p>(see ‘Safety Reminders’ below)</p>	<p><u>Dismissal</u> –</p> <p>To start of the year, dismissal practices as described below will be like those implemented in the last school year. We will monitor these dismissal practices and may make changes once we have a sense of how many students are dismissed in what ways.</p> <p>The school day officially ends at 3:45. We expect the car line to be lengthy and ask for your patience with this process.</p> <p><u>Notification about Dismissal Changes -</u></p> <p>Parents who utilize bus transportation for their students must send a note to school and/or contact the Devon office (610-240-1450) to indicate a change to walking or parent pick-up. <b>If a student is assigned a bus and we do not have a note from the parent indicating otherwise, the student will be dismissed on the bus.</b></p>

	<p><u>Carpool</u> – All carpool pickups will occur in the main carpool line in the front of the building. <b>Place a placard with student’s name and grade in the front window of the car</b> to facilitate a quick, smooth dismissal.</p> <p>If you arrive prior to 3:30 for pick-up, and there are parking spaces available, please park in the lot and walk to the flagpole. We can take your name and have your child dismissed to you there. This will help to reduce the number of cars backed up in the carpool line.</p> <p>Staff members will record student names on an iPad that will then display in classrooms. Students will exit out the main lobby doors.</p> <p><u>Walkers</u> – Walkers will be dismissed from the main entrance and can meet their parents by the flagpole. Parents who walk to the school to pick up their child or those who park and pick up at the door should do so and wait in the flagpole area until a staff member can record your student’s name. A staff member will record names via an iPad. Students will be dismissed from their classrooms to the flagpole area.</p> <p><u>Buses</u> – Buses will be called when they arrive and students will be loaded in the bus circle.</p>
<p><b>Early Dismissal (for an appointment)</b></p>	<p>Please send a note for any early dismissals to <a href="mailto:desattendance@tesd.net">desattendance@tesd.net</a>. Park in an open parking space in the parking lot.</p> <p>Call the main office (610-240-1450) and office staff will meet you at the main entrance with your child.</p>
<p><b>Arrival and Dismissal Safety Reminders</b></p>	<p>Please refrain from using cell phones when entering or exiting the carpool area. Arrival and dismissal are a very busy times and we need everyone to be alert.</p> <p>Please be mindful to not block the buses from exiting the bus circle onto S. Fairfield Road.</p> <p>Please follow the signage and only load and unload students near the sidewalk drop-off pick up area close to the school.</p> <p>To keep our carpool line running safely and smoothly, we ask that you display the name card (with student name and grade) 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</p>

	<p>them in, please pull up as far as you can to allow the carpool line to move quickly.</p> <p>Please let your child out on the curb side of the carpool circle.</p> <p>We hope 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.</p> <p>Cars are not permitted in the bus circle between 8:30-9:20 a.m. and 3:00-4:00 p.m.</p> <p>When dropping students off, please form a single line along the curb and allow your child to disembark on the curb side. Please DO NOT form double lines of cars in front of the school.</p>
<p><b>Masking and Social Distancing</b></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 (<a href="#">here</a>) and the proper type of mask to wear (<a href="#">here</a>).</p> <p>We 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.</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>

<b>Special Areas</b>	<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.</p>
<b>Student Lunch</b>	<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 feasible.</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 accommodate social distancing and to facilitate necessary contact tracing, students will have assigned seats with their classes in the cafeteria. Assigned seats will be staggered so that students are at least three feet separate from each other and not directly across from one another when eating.</p>
<b>Recess</b>	<p>Recess will be held by grade level, rather than by individual class, at regularly scheduled times. Students will wash or sanitize hands before and after playground use. Masking is optional but welcome during outdoor activities such as recess, activity, or PE.</p>
<b>Safety Drills</b>	<p>Social distancing will be encouraged for all fire drills, lockdown drills and other safety drills.</p>

**Devon 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 [here](#)
- Please ensure that students have all necessary grade-level [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)
- Once students have their iPad, please send children to school with it, 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