

2020-2021 Washington Elementary Schedules and Procedures

Masks

Due to necessary physical distancing due to Covid-19, all staff and students are required to wear face coverings at all times when physical distancing is not possible.

Car Drop Off and Pick Up Reminder

- Car drop off and pick up are two of our busiest times outside each day.
- To help with congestion in the front of the school please remember to pull all the way up to the south end of the sidewalk in front of the school before dropping/picking up your child. It helps with safety if you have your child get out on the passenger side of your vehicle too.
- Please DO NOT pull along-side or jump the line when other parents are already waiting to move forward. Please DO NOT allow your child to enter your vehicle during pick up until you reach the curb alongside the school in the parking lot. Allowing children to walk to the middle of the car line and then get in causes unsafe situations for students and cars.
- If you do not want to wait in the car line, please decide on an alternative pick up spot for your child to meet you.
- If you plan to get out of your vehicle for any reason please find a parking spot and park. Do not stay in the lane. Drop off and pick up are for parents who do not plan to get out of their car.
- Please help us alleviate the congestion and get you and your family in and out of the parking lot as smoothly as possible by following the above suggestions.

Entrance and drop off routines

- Breakfast is served from 7:50 to 8:10 daily. (Breakfast is **not** served on late starts due to weather, etc.)
- At 8:00, school supervision starts in the front and back of the building. Students will be allowed to enter the building at 8:10.
- Prior to 8:00, students must be attending breakfast or be in our childcare program. Any student in the building not in one of these programs or is too early for breakfast will be asked to wait outside.
- Preschool students will go to the preschool playground from 8:00-8:10 where supervision is provided.
- Any children arriving at school after 8:15 should enter through the main entrance and check in at the office. All other doors are locked at that time.

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- School begins and attendance is taken at 8:15.
- Students are marked 'tardy' if not in the classroom by 8:15.
- Car riders and walkers will go to the door designated by their classroom teacher. This will be shared with families the first day of school.
- The front parking lot remains a one-way, entering from the north. When dropping off your child by car in the morning, please pull up closest to the car in front of you as you move forward to the south entrance. To maintain a constant and safe flow of traffic, please remain in your vehicle if you plan to use the drop off zone. If you plan to exit your vehicle, you must park in a parking space.
- Bus students will continue to be dropped off in the back (or west side) of the building around 8:00.
- Stonebrook and Palisades Road walkers along with bus students enter through their designated doors at 8:10.
- *On rainy or fiercely cold mornings*, students will be allowed to wait in the gym or cafeteria with face coverings.

Dismissal Routines

- School dismisses at 3:15 PM.
- Please check with the classroom teacher as to what your child's after-school plan is and as to which door your child is to exit the building.
- If siblings are to meet, please have a plan in place to meet outside of the building.

End of Day Plans

- When you need to make changes to the routine plan please follow this procedure:
- A written note to the teacher. Talk with your child before school and **send** the note so they are reassured you both know the change in plans.
- If you email please send the email to both your classroom teacher and copy esoffice@mvcasd.org. You **must** receive a reply from the school or the change will not be made. Both need to be accomplished before 1:30.
- If you phone the office, 319-895-6251, it **must** be done before 1:30 to provide the time needed to communicate with the classroom teacher before the end of the day.

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Walk and Bike Safety throughout the District

- Many students are walking and biking to school and we encourage this healthy activity.
- Please remind your child of how to be safe in these activities.
- Following sidewalks and crossing at the proper crosswalks and intersections is **important**.
- There is a path which connects Stonebrook and the school property with a crossing guard at the intersection between the high school and middle school.
- Children should not walk through the high school or middle school parking lots; but, use the sidewalks.

Delay & Cancellation Policies

In the event of weather-related late-start/cancellation, please watch channel 2 and 9 news as well as look at our MVCSD home page for information. A phone call will also be placed from the district office via School Messenger as soon as a decision is made. Specifics for WE:

- When there is a 2-hour delay, students should arrive at school no *earlier* than 10:00 AM. Breakfast will **not** be served and students will be let in the building at 10:10 AM.
- No AM preschool in session on delayed start days.
- When there is a late start, Kids Club opens at 10 AM.
- When school is canceled due to weather, there is NO KIDS CLUB.

Lunch

- Our students enjoy recess prior to lunch time except Begindergarten.
- 2020-2021 School Year Lunch Schedule:

Grade	Lunch Recess	Lunch Schedule
Kids Club		11:05 in classroom
Kindergarten	10:30 – 10:50	10:50 – 11:15
1st Grade	10:55 – 11:15	11:20 – 11:40
2nd Grade	11:20 – 11:40	11:45 – 12:05
Begindergarten	12:30 – 12:50	12:00 – 12:25 lunch 1st
3rd Grade	11:45 – 12:05	12:10 – 12:30
4th Grade	12:10 – 12:30	12:35 – 12:55

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Mustang Meal

- We offer two lunch choices daily. Students may choose from the hot lunch option as stated on the menu or a meal packaged by our cafeteria staff called the Mustang Meal.
- This meal includes fruit, vegetable, and milk. Here is the weekly Mustang Meal menu:
 - Monday-- string cheese, yogurt cup, chocolate muffin, baby carrots, pears
 - Tuesday-- cheddar cheese sauce, tortilla chips, diced ham, lettuce with ranch, apple slices
 - Wednesday-- grapes, cheese cubes, biscuit with jelly, cucumbers with ranch, yogurt cup
 - Thursday-- turkey and cheese wrap, lettuce with ranch, orange wedges
 - Friday-- pepperoni slices, club crackers, goldfish crackers, string cheese, baby carrots, apple slices
- A student will need to tell his/her teacher the food choice: hot lunch, Mustang Meal, or cold lunch. This lunch choice is the same cost as the hot lunch and meets the nutritional requirements that are required for school lunches.
- Your child will have the option to choose either the regular school lunch or the Mustang Meal at the beginning of each day.
- Due to time constraints, students arriving late to school cannot order the Mustang meal.

Visitors

- We have always enjoyed visitors in our building. Due to concerns precipitated by Covid-19, we discourage visitation to the school to decrease exposure.
- If you need to drop something off for a child, the office staff will be happy to assist.
- The main office entrance is on the North end of the building near the flag pole. Please enter and exit through these doors only.
- For safety and security purposes, **all** visitors will be asked to sign in and wear a name-tag.

Attendance

- Please contact your child's teacher and the office at 895-6251 or via e-mail at esoffice@mvcasd.org if your child will be absent, late arriving, leaving early or if end-of-day plans change.

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- School attendance is one of the most important aspects of school success. Research confirms that regular attendance enhances student achievement and learning. Parents partner with MVCSD staff to encourage regular school attendance for all MVCSD students. Did you know that students who miss 18 or more days in a school year for any reason – just 10% – are considered chronically absent, which can hurt their academic achievement and put them at-risk of dropping out? The school day begins at 8:15 AM. Teachers take attendance at that time. To eliminate disruption and minimize the repetition of class instruction, please have your child in the classroom at 8:15.

Illness

- Please visit our health office's web page for the latest information on illnesses and protocols in our school.
- To minimize the spread of illness in our school, we ask that your child is without diarrhea, vomiting and/or fever for at least 24 hours.
- The 24 hours is **without** medication.
- If you have any questions, please contact our WE Nurse, Jenna Wear, at 319-895-6251.

Snacks & Treats

To support Mount Vernon Community School District students with allergies and food intolerance, and to meet food safety guidelines, treats brought for student celebrations:

- Must be commercially prepared food with an intact ingredient label.
- Fresh, uncut fruits and vegetables are also appropriate.
- No homemade treats will be accepted, and any items not meeting these requirements will not be served to students.
- Non-food items including, but not limited to bubbles, play-doh, stickers and tattoos may also serve as appropriate student celebration items.

Labeling

- Please label your child's masks, lunchbox, backpack, coat and other belongings for easier return if it is misplaced at school.
- Lost and found bins are located near the school counselor's office.

No Smoking On School Grounds

According to the Iowa Smoke Free Air Act, smoking is prohibited on all "School grounds, including parking lots, athletic fields, playgrounds, tennis courts, and any other outdoor area under the control of a public or private educational facility, including inside any vehicle located on such school grounds."

Animals on School Grounds

For the safety of our students, staff, and visitors: we discourage having dogs and other pets on school property.

- A meeting place is necessary for families who walk their dog to and from school when picking up their child.
- Please choose a spot away from the other meeting areas and communicate this spot with your child.
- This is in the best interest for your pet and our students.

Items Too Large or Awkward to Carry

- Our staff is stationed at various locations on the school grounds supervising our students as they arrive and await the start of the school day.
- If you have something to drop off at the school which is too large for your child to carry, please park and assist your child.
- Supervision is difficult when asked to leave the door or area to assist with this.