

# Classroom Procedures

## **Classroom Configurations & Procedures**

- Desks and tables will be spaced to maximize social distancing in the classroom.
- Books and instructional resources will be sanitized regularly.
- Teachers will assign bags of supplemental aids and manipulatives to small groups and/or individual students to reduce the use of shared supplies.
- Group and/or pair work will be implemented, but teachers will maintain consistent groupings of students for pair and/or station work to minimize spread of the virus.
- Students will sanitize their hands and the equipment before and after use of school technology including computers in the computer lab and classroom iPads.
- During whole-group instruction or circle time, students will be socially distanced across the carpet and desks to reduce close contact.
- Classroom procedures will be used in all classroom settings including special education.
- Students' individual needs will be addressed on a case-by-case basis.
- All students should bring water bottles labeled with their names rather than using the water fountains.
- Students may bring birthday treats, following the guidelines in the Elementary Student Handbook 2020-2021 (p. 20-21).

## **Disinfecting & Hand Sanitizing**

- Frequent cleaning, disinfection, and hand sanitization will promote the health and wellness of Bentley students and staff.
- Staff will regularly wash and sanitize their hands.
- Hand sanitizer will be available at the main entry to the campus, in classrooms, in the offices, in the cafeteria, and in other common areas throughout campus.
- Disinfectant wipes will be used to frequently disinfect high-touch surfaces and shared objects.

## **Masks**

- Mask requirements will follow the Fort Bend County COVID-19 Risk Level. Masks are required when the risk level is assessed at high (red), moderate (orange), or low (yellow).
- All staff will wear face coverings including in classrooms as well as hallways, common areas and during arrival and dismissal.
- Students in Pre-K through 3rd grade will wear face coverings in hallways, common areas and during arrival and dismissal.
- All students in 4th through 12th grade will wear face coverings, especially when social distancing is difficult, including in classrooms as well as hallways, common areas and during arrival and dismissal.

## **Restrooms**

- Proper handwashing technique will be taught to all students and consistently reinforced.
- Before and after restroom breaks, students will be required to wash their hands.

- Teachers will monitor the number of students in each restroom at a time to maintain social distancing.
- In some grade levels, teacher will use whole class restroom breaks to reduce co-mingling of students across classes and to ensure social distancing.