

Dear South Allegheny Elementary School Families,

The SAE Staff is very excited to begin seeing our students in person four days a week. As we transition into the South Allegheny School District 4 Day Phase, there are items that we would like for you and your child(ren) to review prior to entering the building. **Please read this document and look at the information on the SAE website on the 4 Day Phase Tab**

Materials to bring to school

1. Fully charged device
2. Materials students received at open house
3. Backpack to place everything in
4. Empty labeled water bottle (please write student's name on the water bottle)
5. Headphones
6. Mask or Shield (mask or shield will need to be worn on the bus and within school)

Classroom lockers will be utilized throughout the day to store items. No materials will be left overnight at the school except for the student's school issued shield.

SAE Hallway Procedures

- There will be two way traffic flow at the elementary. Hallways are overly wide and allow for appropriate social distancing.
- Yellow feet will mark the floors so students have a visual for spacing.
- The third grade stairwell will be used for traffic going up in the AM and throughout the day.
- The Title stairway will be used for coming down throughout the day, with the exception of dismissal time, where the third grade stairwell will become a down stairwell.
- Masks/face coverings will be worn in all hallways.

SAE Hallway Breakfast Procedures

- Bus riders in grades 2-5 will exit buses in the front of the building and go directly to the cafeteria to get a bagged breakfast that will be taken to their classrooms.
- Bus riders in grades K and 1 will also exit their buses in the front of the building. They will report to the grab and go cart located in the K/1 hallway and then take their breakfast to their classroom.
- Car riders in grades 3-5 will secure their breakfast from the cafeteria and then report to their classrooms.
- Car riders in grades k-2 will secure their breakfast from the grab and go cart in the k/1 hallway and then report to their classrooms.

SAE Hallway Lunch Procedures

- Students in grades K, 4, 5 will eat lunch within the cafeteria
 - Students will be seated at designated locations within the cafeteria, maintaining social distancing.
- Students in grades 1,2,3 will secure their lunch from the grab and go cart located between the first grade and second grade hallway and proceed to eat their lunch within the classroom.

Recess

- Students will have recess
- Students will need to wear a mask or shield
- Students will use hand sanitizer prior to recess and after recess

Specials

- Specialty Area Teachers will be teaching in the classroom setting, except for PE and Band.
- Students will use a mask or shield during PE. Students will use hand sanitizer before and after class.

Classrooms

- Students are required to wear a face covering (mask, shield)
- Students may receive a different homeroom teacher in order to maintain social distancing
 - Grade level teachers (K,1,2,3) are teaching the same content and sharing lessons within each grade level.
 - No matter which teacher your child has, students in that particular grade level are receiving the same education.
 - 4th and 5th grade teachers are departmentalized, therefore students all have the same teacher per content area.
 - Teachers in 4th and 5th grade will rotate, students will remain in their homeroom.
- Students utilizing Title and/or Special Education services will continue to receive these services.

Digital Class Times

- K-3 If the student is digital or on a digital day, students will click on the google meet either from 9:00am-11:00/11:30am or 1:00pm-3:00/3:30pm
- 4th grade students will log on and follow their core content schedule
 - 9:40-10:40
 - 10:45-11:45
 - 12:55-1:55
 - 2:00-3:00
- 5th grade students will log on and follow their core content schedule
 - 9:00-10:00
 - 10:05-11:05
 - 11:10-12:10
 - 12:15-12:45 and 1:35-2:00
- Specials will remain asynchronous

On Fridays, all students will be digital with only one live session available from 9:00am-11:00am.