

Granton Area School District

James Kuchta
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Date: August 21, 2020
To: Granton Area School District Parents and Guardians
From: Amanda Kraus, Principal and James Kuchta, Interim District Administrator
Re: Granton Area School District Protocol/Updates

1. **Building access** – Parents/Guardians **will not** be allowed into the school building throughout the school day. All students will be assisted both in and out of the building by Granton Area School District Staff. This decision is based on recommendations from the Center for Disease Control (CDC).
2. **Start of School Day/Arrival** - School doors will be locked until 7:30 AM. Students arriving between 7:30 and 8:00 AM will enter the building through the Field House entrance.
 - a. A transportation lane for student drop off will be created/labeled out front and monitored by Granton Area School District Staff for student safety.
3. **Late Arrival and Entrance/Exit throughout school day**
 - a. Any student coming into the building late, having appointments or leaving early will enter/exit through the MS/HS Office entrance.
 - b. Any student coming into the building past 8:00 AM is to use the MS/HS entrance doors and check into the Principal's Office with Anne for attendance.
4. **End of School Day/Departure**
 - a. Elementary students being picked up by vehicles will exit the building from the District Office Entrance.
 - b. Elementary students walking home will be escorted to the sidewalk out of the Daycare Entrance.
 - c. All middle school and high school students will be leaving the building through the MS/HS Entrance. Staff will once again be present at all locations to aid in social distancing and student safety.
5. **4K Arrival/Dismissal** - Dismissal of morning class and arrival of afternoon class will take place at the Fieldhouse entrance.
 - a. 4K morning students will finish instruction at 11:10 and have lunch from 11:10-11:40. They will be escorted to the Fieldhouse at 11:45 for parent pick up and busing.
 - b. 4K afternoon students will arrive by bus or parent drop off at 11:45. They will be escorted to the classroom for lunch and then instruction. Dismissal at the end of the day should follow the above end of day protocol as above.
6. **Elementary School Pictures** - All Elementary students (in-person and virtual learners) who have not had their picture taken yet will have school picture day on Thursday, August 27th.
 - a. Elementary Virtual learners should arrive at the Middle School/High School entrance at 8:00 AM.
 - b. In-person learners will have pictures taken during the school day by classroom after virtual learners and daycare.
7. **Middle School/High School Pictures** – All Middle School and High School students (virtual and in-person learners) will have their pictures taken on Thursday, September 3rd.
 - a. Virtual learners should arrive at the Middle School/High School entrance at 8:00 AM.
 - b. In-person learners will have their pictures taken once the virtual learners are complete.