



Hidden Oaks K-8 School

Home of the Hawks

September 14, 2020

Who to Turn to

PRINCIPAL	SHARI BREMEKAMP	561-804-3803	SHARI.BREMEKAMP@PALMBEACHSCHOOLS.ORG
ADMIN SECRETARY	KRISTINA DOCTOR	561-804-3803	KRISTINA.DOCTOR@PALMBEACHSCHOOLS.ORG
ASST. PRINCIPAL	CHRIS.SCHROEDER	561-804-3804	CHRIS.SCHROEDER@PALMBEACHSCHOOLS.ORG
DEAN OF STUDENTS	STACY RUNDLE	561-804-3815	STACY.RUNDLE@PALMBEACHSCHOOLS.ORG
ESE COORDINATOR	MICHELE KRAMER	561-804-3828	MICHELE.KRAMER@PALMBEACHSCHOOLS.ORG
ESOL COORDINATOR	ERIKA MORALES	561-804-3844	ERIKA.MORALES@PALMBEACHSCHOOLS.ORG
CLF- HAITIAN/CREOLE	ANNANIAS ASSE	561-804-3801	ANNANIAS.ASSE@PALMBEACHSCHOOLS.ORG
CLF-SPANISH	SARATH MALDONADO	561-804-801	SARATH.MALDONADO@PALMBEACHSCHOOLS.ORG
ATTENDANCE CLERK	JAMILA GRANT	561-804-3801	JAMILA.GRANT@PALMBEACHSCHOOLS.ORG
CAFÉ MANAGER	NATALIE O'NEAL	561-804-3840	NATALIE.O'NEAL@PALMBEACHSCHOOLS.ORG
MENTAL HEALTH COUNSELOR	JESSICA FIKE	561-804-3846	JESSICA.FIKE@PALMBEACHSCHOOLS.ORG
Co-Located MENTAL HEALTH COUNSELOR	BRIA WONESH	561-804-3802	BRIA.WONESH@PALMBEACHSCHOOLS.ORG
NURSE	NANCY NOBLE	561-804-3820	NANCY.NOBLE@PALMBEACHSCHOOLS.ORG
NURSE FAX		561-804-3852	
PTSA	PAM ARIETTA, PRES.		HIDDENOAKSPTA@YAHOO.COM
REGISTRAR STUDENT RECORDS	DEANNA KIRKPATRICK	561-804-3806	DEANNA.KIRKPATRICK@PALMBEACHSCHOOLS.ORG
SCHOOL NUMBER		561-804-3801	
SCHOOL FAX		561-804-3850	
SCHOOL COUNSELOR	JESSICA OROZCO	561-804-3809	JESSICA.OROZCO@PALMBEACHSCHOOLS.ORG
SCHOOL POLICE	C. NICKELSON	561-804-3801	CHRISTOPHER.NICKELSON@PALMBEACHSCHOOLS.ORG
SCHOOL PSYCHOLOGIST	VICTOR BENSON	561-804-3827	VICTOR.BENSON@PALMBEACHSCHOOLS.ORG
TECHNOLOGY	DANZIEL MICKENS	561-804-3841	DANZIEL.MICKENS@PALMBEACHSCHOOLS.ORG
TREASURER	KASANDRA CHERY	561-804-3805	KASANDRA.CHERY@PALMBEACHSCHOOLS.ORG

Reopening Hidden Oaks K-8 School

Preparing the Building for the Return of Students

Upon returning to school on September 16th for ESE self-contained students and the remaining students on September 21st, students will immediately notice that our campus has undergone many modifications to keep our children and staff as safe as possible. The following preparations were made to ensure a safe learning environment for our students:

Signage

- School entrance signage has been posted with reminders about social distancing and face mask requirements.
- Hallway floors have been lined with directional arrows and social distancing reminders.
- Common areas, such as teacher planning rooms, have reminder signage of the maximum capacity, hand sanitizer stations, face mask and social distancing requirements. Maximum capacity limitation are in place to follow CDC recommendations.
- Classroom signage includes, but not limited to, hand washing reminders, face mask and social distancing reminders, and water fountain signage (not in use).

Isolation Areas

- With the collaboration of staff and our school nurse, we have identified isolation room(s) and a satellite room.
 - We have two spaces that have been identified as isolation rooms (COVID): main nurse's office and an empty classroom. Both spaces will limit contact with all others on campus. Additional plexiglass guards have also been installed to limit contact between students and our front office staff.
 - Our satellite space will be used for "bumps and bruises" and medication dispersal. Additional staff has been trained to assist.

Classroom Spaces

- All classroom spaces are able to accommodate the amount of students enrolled in our school. Desks have been strategically placed and are in compliance with the six feet recommendation by the CDC. An overflow space is not necessary. All children will be in their classrooms.
- Sanitation tubs contain disinfectant wipes and soap dispensers are located in each bathroom and by the sinks in the classroom.
- Classrooms have also been supplied with District approved COVID compliant sanitation disinfectant spray.
- PPE for teachers include face masks, gloves, and hand sanitizer.
- Water fountains will be off limits and signage has been placed by each water fountain. However, each student will be provided with a Hidden Oaks plastic water bottle. These water bottles will be refillable. You may bring your own refillable water bottle or plastic water bottle. Juice and other liquids will not be permitted during the school day. The only exception will be what is provided with their school breakfast or lunch.

Visitor Protocols

- Prior to entering campus all visitors must follow the steps listed below:
 - Push button for service
 - State the purpose for the visit
 - Be prepared to show ID for any information related to student(s)
 - Prior to visitors entering the campus they must have an appointment.
 - Visitors that enter the campus must be approved by administration.
 - Schools will keep a visitor list.
 - Visitors will have a health screening (temperature checks and COVID specific questions)
 - Facial coverings will be required for all visitors and must remain six feet apart from others.
 - Visitors must comply with all policies including social distancing.

Arrival

- Students will not be permitted to arrive on campus prior to 7:30 a.m. and enter the campus until 7:35 a.m.
- All students must remain in their car until they reach the designated drop off location for their grade. Directional signs will guide students as they enter the campus.
- **North Entrance** (near the bus loop): 4th Grade, Mrs. Reardon and Mr. Peters' students. There is a newly installed gate that the students will use to enter the campus from this drop off location.
- **Main Entrance** (near the front office): 2nd Grade, 5th Grade, Middle School, Ms. Atkinson's students
- **South Entrance:** (near the south side of the school): Kindergarten, 1st Grade, 3rd Grade, Ms. Scruggs, Ms. Acevedo's, Ms. Wimmers, and Ms. Kulic's students.
- Students who walk to school must enter the school grounds alone. Once the student reaches the front gate of the school they must continue entering the campus alone. No visitors can walk a student on campus. Administration, the school resource officer and support staff will be present to ensure our students are safe.
- Parents who are utilizing the car line must remain in their car at all times. Parking will not be available for dropping students off.
- Pre-K parents will park in the designated drop off spot from 7:30 – 7:45 a.m. However, if you arrive after 7:45 a.m. you will not be able to park and must remain in the line.
- All students will go directly to their classroom once entering the building.
- Breakfast will be delivered to the student(s) classrooms (Pre K – 5th Grade). Middle school students will stop at a breakfast cart located at the front of the middle school hallway to grab their breakfast and bring back to their classroom.
- Instruction begins at 8:00 a.m. Please make sure your student is on campus and in their classroom prior to the 8:00 a.m. bell.

Dismissal

- There will be a staggered release for dismissal.
- Students will remain in classrooms until dismissed.
- We have eliminated the parent walk up dismissal.

- Aftercare personnel will go to the classrooms to pick up the students.
- Our car rider dismissal will be similar to last year. Car rider tags will be available for pick up starting on Monday, September 14th from 8:00 a.m. – 3:00 p.m. daily. Please have your tag prior to the first day of your return.

Cafeteria

- Students in Pre K – 5th Grade will not be utilizing the cafeteria. Breakfast and lunch will take place in the classroom. Breakfast and lunch will be delivered to the classroom each day. A phase in approach to the cafeteria will be considered at a later date.
- Middle School students will use the cafeteria for lunch. There are designated locations within the cafeteria to ensure students are following the CDC recommendations.
- Breakfast and lunch will be free for all students. At this time the cafeteria will only be offering cold lunch choices. As things change you will be informed.

Fine Arts

- At this time all fine arts teachers except for PE, will report to your child’s classroom. Students attending PE will be escorted to the pavilion.

Recess

- Teachers will be permitted to bring students outside for recess. However, there classroom will not be permitted to intermingle with other students. All students will be required to follow safety protocols and will be assigned to designated areas to the campus.
- All playground equipment and other equipment such as basketballs, hula-hoops, etc. will not be permitted at this time.

After-Care

- Our After-care Director, Lauren Galluscio, is currently taking applications for before school and after-school care. This will be limited to students that will be returning to the physical campus and on a first come, first serve basis. As we begin to build the program, we will open more seats.

Miscellaneous

- Safety Patrols
 - On October 5th, we will make the official announcement of the 2021 Safety Patrol squad. Students will serve as Safe School Ambassadors and will receive a lanyard. The lanyard will be bright yellow with Safe School Ambassadors printed on it. Students will be given one for their personal use and to keep. Ceremonies will be conducted virtually so that all students and families can participate.
- Clubs
 - At this time, we will not be conducting any clubs (such as music, SECME, art). However, we do plan to re-evaluate and plan for creative ways for our students to attend extra-curricular activities.
- National Honor Society
 - Inductions into the National Elementary Honor Society and the National Junior Society will be conducted after the first nine weeks of school. Ceremonies will be conducted virtually so that all students and families can participate. Students will be provided with lanyards to honor their accomplishments.