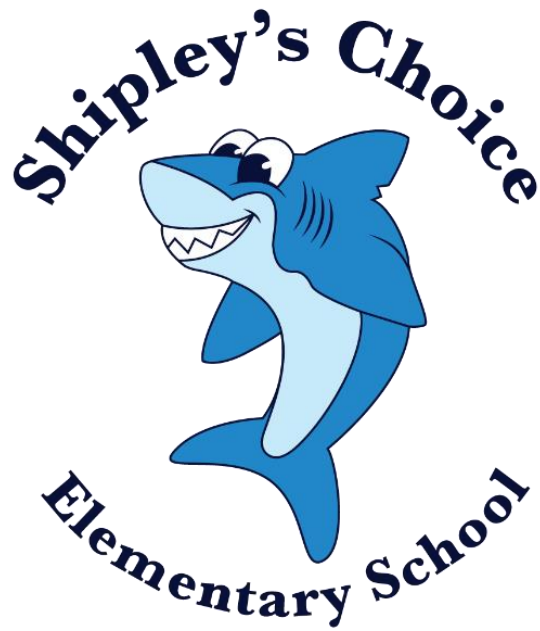


2020-2021



Hybrid Learning Family Handbook

ANNE ARUNDEL COUNTY PUBLIC SCHOOLS




Shipley's Choice Elementary School

310 Governor Stone Parkway

Millersville, MD 21108

shipleyschoiceschool.org/

 @ShipChoiceAACPS

Phone: 410-222-3851 / Fax: 410-222-3885

Health Room: 410-222-3809

Principal

Dr. Beth Anne Burke

baburke@aacps.org

Secretaries

Debbie West

Noelle Eisele

PTO President

Jon Calvert

School Hours

9:00AM-3:25PM

Contents

SCHEDULE	3
WHAT DOES LEARNING LOOK LIKE?	4
VISITING THE SCHOOL.....	6
SAFETY PROTOCOLS	7
ARRIVAL AND DISMISSAL PROCEDURES (HYBRID).....	8
PERSONAL BELONGINGS	10
BEHAVIOR	10
COMMUNICATION	11
HEALTH ROOM	13
ATTENDANCE	15
PRIVACY.....	15
SECURITY & SAFETY.....	16

SCHEDULE

Learning times are the same for hybrid or virtual students. Note that students who are virtual may not come on school property during the learning day except to pick up their meals mid-day. All outdoor spaces will be utilized for socially distant recess during the mid-day block.

- 8:40AM Arrival time begins for students
- 9:00AM Instruction begins
- 12:00PM Lunch Pick-up for Virtual Students
- 3:25PM Instruction time ends
- 3:25PM Students dismissed* in following order:

Bus Riders

Walkers, Bike Riders

Car Riders

*Due to social distancing rules, arrival and dismissal may take significantly longer than usual. **Last call for early dismissals will be at 2:45PM. No students will be called for early dismissal after 2:45PM.**



WHAT DOES LEARNING LOOK LIKE?

Learning While in the Building



Students who are hybrid will interact with their classroom teacher “live”—that is, they will watch as the teacher uses the SmartBoard, doc cam, or other materials in the classroom. Students will remain in their learning stations (at or near their desks) throughout the day.

For some classes, including Cultural Arts, speech sessions, or some reading interventions, students will attend virtually. This includes using Chromebooks and headphones to interact directly with their teacher and classmates.

Just as they typically do, students will complete assignments in a variety of ways in the building. This will likely include completing assignments on Chromebooks (such as in Google Classroom). It may also include doing work in journals, on papers such as graphic organizers, or on the clear communicator sleeves.

Learning Virtually



Teachers will have a technology set-up that allows them to see and interact with virtual students as well as those in the classroom. There will be times when virtual students are assigned activities to do independently while working with students in the classroom, and there will be times when they work with students who are virtual while students in the classroom complete assignments.

The midday break of 90-110 minutes continues to be unscheduled for students who are virtual. *Friends, Fun, & Flourish* will still be open to them to join and socialize with their classmates or to meet virtually with a teacher for a bit of extra help.

Virtual students may not remain on school grounds at all (on fields, blacktop areas, or playground equipment) during the student day. Only hybrid students in the building may use school grounds.

Since this is new to all of us, we are continuing to work out the kinks and plan on how to implement successfully. Shipley's Teachers will make it AWESOME, as usual!

Midday Block Schedule

Grades K, 1, 2

11:00-11:25 (Friends, Fun, & Flourish*)
11:30-12:50 (Lunch, Recess, & Literacy: Engage!)

Grades 3, 4, 5

12:00-1:25 Lunch, Recess, & Literacy: Engage!
1:25-1:50 (Friends, Fun, & Flourish*)

*Friends, Fun, & Flourish is for ALL students (hybrid & virtual)

Students have a midday break that includes lunch, recess, *Friends, Fun, & Flourish* and *Literacy: Engage*. This block of time will be supervised by a monitor. Lunch visitors are not permitted during Hybrid learning.

AACPS will continue to provide daily meals for students, including breakfast and lunch. Students may eat the provided breakfast upon arrival; however, they may not bring their own breakfast. Students may pack a lunch or may eat the lunch provided by the school system each day. The only time that students may remove masks during the day is while eating. Masks are required during recess and all other times.

For recess, cohorts (groups of students) will rotate among designated areas (weather permitting) to allow for socially distant play and use of playground areas. Students will be offered sanitizer before and after recess and will have liberal access to hand-washing throughout the day. Indoor recess will include playing with personal toys brought from home, coloring, drawing, or playing board games (virtually).

FOOD ALLERGIES

To ensure safety while eating lunches in the classroom, the following protocols will be in place:

- All students must remain socially distanced at their own learning stations throughout lunch.
- Preferential seating will be provided for students with allergies (away from high traffic areas.)
- All students eat at their personal learning stations (desks).
- Students with allergies will be the only ones seated at their assigned desks (learning stations). Therefore, these desks will be nut-free.
- Classrooms will be deep cleaned between cohorts.
- Teachers and lunch monitors will be advised of students with food allergies and trained in the use of an epi-pen and the symptoms of anaphylaxis.

Lunch & Learn

During the midday block, students will also participate in *Friends, Fun, & Flourish* and *Literacy: Engage*. *Friends, Fun, & Flourish* will continue in the same format as in February. Each grade level teacher and a cultural arts teacher will take turns engaging students in a variety of fun activities. Teachers may also invite students to meet with them for academic support.

Literacy: Engage will be a thirty-minute block for literacy-focused activities that are led by the monitor. It is only for students in the building, and not for virtual students. One day of *Literacy: Engage* will include activities from a menu designed by AACPS. The other day will offer an opportunity for parents to be guest readers (virtually, of course). More information about guest readers will be shared soon.

VISITING THE SCHOOL

While we love and welcome visitors and volunteers, current restrictions due to COVID necessitate limitations.

- All visitors are by **verified appointment only** as per AACPS directive. If you need to visit, please schedule in advance with the staff member you need to see.
- All visitors will be asked to answer health questions as directed by AACPS and the AAC Department of Health before entering the building. Also, visitors will sign a logbook for contact tracing.
- All visitors to our school must enter via the **FRONT** door. To enter, press the call button and wait for a staff member to greet you and open the door. Visitors must report directly to the school secretaries and provide picture identification.
- In most instances, visitors will be greeted at the main door and we will make every effort to assist you outside the main doors.
- All exterior doors are locked during the regular school hours.
- Updated Emergency cards are extremely important. We need information about how to contact parents or others in the event that your child is ill or needs to be picked up. Only people listed on the emergency card may pick up your child.
- Bring your driver's license to the school the first time you visit or volunteer so we can scan it through our Raptor system.
- Enter through the school's **FRONT** doors, even during arrival and dismissal times.

VISITING SCHOOL GROUNDS

While school is in session and in the building, note that school grounds are closed to visitors. The only exception is meal pick-up at noon.

Students who are participating in virtual learning may not come to the school during the school day to play on the grounds or playground.

SAFETY PROTOCOLS

AACPS has implemented safety protocols based on guidance from the health department. For a detailed explanation of the protocols, visit <https://www.aacps.org/safetyprotocols>. Students are expected to wear a mask throughout the day, with the exception of eating meals. Rooms have been arranged to ensure social distancing but offer students an easy view of the teaching area. Also, in addition to the regular daily cleaning, the custodial team will deep clean all areas twice per week (between cohorts of students). If there is a confirmed case of COVID-19 in the school, we will follow AACPS and health department guidelines for notification of the community and cleaning.

Families are expected to screen students for symptoms each day before sending them to school, including a temperature check. Your child **must** stay home from school or be picked up immediately if he/she:

- has a fever of 100.4° or higher.
- has symptoms associated with COVID-19 (cough, shortness of breath, difficulty breathing, new loss of taste or smell, chills or shaking chills, muscle aches, sore throat, headache, nausea or vomiting, diarrhea, fatigue, and congestion or runny nose), please keep him/her home from school to contain germs.
- has been in close contact with someone who has contracted COVID-19 (e.g. someone in the household or sports team).

Anne Arundel County Public Schools | Reopening 2020
Daily Screening Parent Checklist

Please use the following checklist to monitor your student's health every day. If students exhibit any of these symptoms, they must not attend school until symptom free and advised by the county health department.
Review AACPS' suite of safety protocols at www.aacps.org/safetyprotocols to be familiar with the steps taken by staff to keep students safe.

☐ **Did I check my student's temperature?**
Temperatures must be checked at home before coming to school every day. If your student's temperature is 100.4° or higher, they must not attend school.

☐ **Is my student showing any of these symptoms?**

<input type="checkbox"/> cough	<input type="checkbox"/> sore throat
<input type="checkbox"/> shortness of breath	<input type="checkbox"/> headache
<input type="checkbox"/> difficulty breathing	<input type="checkbox"/> nausea or vomiting
<input type="checkbox"/> new loss of taste or smell	<input type="checkbox"/> diarrhea
<input type="checkbox"/> chills or shaking chills	<input type="checkbox"/> fatigue
<input type="checkbox"/> muscle aches	<input type="checkbox"/> congestion or runny nose

☐ **Has my student been in close contact with someone who has COVID-19?**
They must not come to school without advice from the county health department.

☐ **Are my student's immunizations up to date?**

☐ **Has my family gotten flu shots?**

☐ **Did I pack materials that cannot be shared?**
water, hand sanitizer, an extra cloth face covering, etc.

☐ **Did I remind my student of proper hand washing and social distancing?**

☐ **Does my student have a clean cloth face covering made of breathable material that fits snugly?**
Students will be expected to wear a cloth face covering except when eating meals. Face coverings must be worn at the bus stop and traveling on a bus to school.

Notify your student's school.
www.aacps.org/schoollist
My student's school phone number is: **410-222-3851**

STUDENTS WITH COVID-LIKE ILLNESSES

Students who display COVID-like illnesses in school will be evaluated by the health room and possibly sent home. If your child is sent home with symptoms, the health room will inform you of the appropriate protocol, which may include quarantining your student or getting a COVID-19 test.

ARRIVAL AND DISMISSAL PROCEDURES (HYBRID)

We have developed procedures for arrival and dismissal to ensure the safety of all students. Students arrive at school by bus, car, bike, or foot and enter school property from various pathways. Often children (and drivers) do not pay close attention to their surroundings. Please pay attention to the procedures. We want all our children to arrive safely at school and at home! Cars are not permitted to enter the bus lane at any time during arrival and dismissal.

ARRIVAL

All students and adults must be masked at all times on school grounds. The arrival time for students is **8:40-9:00AM**. Parents are strongly encouraged to remain in cars if driving to drop off students at school. Instruction begins at 9:00AM. Please do not allow your child to arrive before 8:40 because teachers are not available to supervise until then. Any child who arrives to school after 9:00 AM bell will be considered tardy.

Walkers & Bike Riders

- Walkers or bikers should report to the blacktop behind the school **no sooner than 8:40**.
- Teachers will line students up by grade/cohort to enter the building through the door near the art room door.
- To minimize the number of people at arrival, parents should drop students off at 8:40 and leave. Doors will not be opened to admit students until all adults have left school grounds.

Car Riders

- **Car Riders may only be dropped off in the car rider loop.**
- Pull all the way forward as far as you can in the car loop.
- Remain in your car and have your child enter and exit through the passenger door.
- Students may not be dropped off in either parking lot. If you go to the parking lot, park and escort your child to the school.
- Cars may not be left running on school property (this is a law!).
- Students must be prepared to exit the car independently once in the car loop.
- Pack your patience on rainy and snowy days! Students will not be marked tardy due to a long line in the car loop on inclement weather days.
- ***No supervision is available for students who arrive before 8:40AM.***

DISMISSAL

1. To ensure social distancing, students will be dismissed by cohort groups. This will take longer than a typical dismissal.
2. Walkers will be dismissed through the back door near the **blacktop**. On your student dismissal form, please indicate whether your child has permission to walk home alone or is to wait for a parent, sibling, or identified adult.
3. Car riders will be dismissed last and will be lined up by grade to wait for cars. Students will remain in their homerooms and called to the car loop. This is necessary to ensure social distancing.
4. Walkers, bike riders and families must exit school grounds immediately.
5. The playground is closed after school for disinfecting. Do not linger on school grounds at dismissal.
6. Do not tell your child to meet you in the parking lot! Students may not walk in the parking lot alone at any time.

EARLY DISMISSAL

If you need to pick up your student for early dismissal, arrive by 2:45PM.

After 2:45PM, you will not be able to pick up your student early and will need to wait until the regularly scheduled dismissal. This change was made under the direction of the AACPS Security Office and is necessary due to the complicated logistics of dismissing and adhering to CDC guidelines.

We strongly encourage parents to NOT meet their children along the paths or in alternate locations. If you are late, your child will be waiting alone without supervision.

Playdates & Changing Dismissal Arrangements

On the return to learn survey, parents were asked to select their student's transportation arrangements. Families should stick with the selection, and only make changes in the event of an emergency. If an emergency arises and you must change dismissal arrangements, **call the school before 2:45PM and follow up with an email**. While this procedure seems redundant, it is necessary to ensure that the message is delivered to your child and your child safely follows your wishes. By calling the school, you guarantee that we got the information about the change. The email is for our records to verify that the change is at your request.

Note that making changes in the Parent Portal are not live. If you make a change, you must wait for a confirmation email from the school office that your changes are updated.

AA County Dog Policy



Please remember, no dogs are allowed on school property at any time. This is according to Anne Arundel County Code of Law and is a safety and health issue. Walking dogs on school property is not allowed. Please do not bring dogs with you when you are walking to or picking up children from school. We have had a number of complaints because of dog waste as well as children who have allergies or are afraid of dogs. Thank you for your assistance.

PERSONAL BELONGINGS

All student belongings will be kept in their personal learning stations (desk areas) in the classroom and are to be removed at the end of each day to allow for cleaning. Lockers will not be used during hybrid learning.

Students are permitted by AACPS to bring a small item to school for Quiet Time during Lunch & Learn (game, toy, etc.). These toys or items may not be shared with other students. Personal belongings are not insured by the Board of Education's policy. We cannot, therefore, be responsible for broken, lost or stolen personal belongings.

Communication Devices

If a student brings a cell phone to school, it should be off and out of sight during the school day. Similarly, smart watches may not be used for communication (texting or calling) during the school day. This includes during the two-hour mid-day break.

WATER BOTTLES

Students may keep a water bottle with a straw next to their desks during the day. They may refill it using the sink in the classroom. A water bottle with a straw is strongly recommended to allow for easier drinking while masked.

BEHAVIOR

One of our goals as a school is to develop our students into good citizens. This includes behaving respectfully and being responsible. To foster positive behaviors, we have developed the Shark Code. The Shark Code encourages students to be self-reflective, to be considerate of others, and to demonstrate growth mindset.

We believe that student mistakes are opportunities for them to learn—this includes behavior mistakes. If students misbehave, they receive consequences according to the [AACPS Student Code of Conduct](#). Our goal is always on changing and guiding behavior.

Note that proper use of the chat in Google Meets, wearing masks, and staying socially distant are required by the AACPS Student Code of Conduct. We will work with students to help them understand and follow rules as we transition to hybrid.



I am a Shipley's Shark!

Today I will...

- S** • Shine – be a role model!
- H** • Keep hands and feet to myself!
- A** • Always do my best!
- R** • Respect myself, others, and learning!
- K** • Use kind words and actions always!

We are ALL Shipley Sharks!

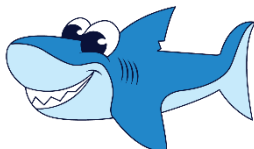

COMMUNICATION

Automated Messages

AACPS and Shipley's Choice utilize Blackboard Connect, automated notification system, to communicate quickly and efficiently with parents. These notifications may alert you to emergencies as well as other important information or events. Parents will also receive an automated notification for a child's absence. These messages are sent via phone call, email, and/or text. If you have questions about these notifications and wish to edit how you receive your notices, contact the school's front office.

Contacting School

If you have general questions about the school, here are some great resources:

	<p>ShipleysChoiceSchool.org school website that includes an online copy of the handbook, school calendar of events, and more.</p>
	<p>AACPS.org district website that includes information about curriculum, the AACPS family handbook, guidelines, etc.</p>

Still have questions? Call the school at 410-222-3851.

Contacting Teachers

You may email the teacher directly via email links on the school [website](#) or call and leave a message in the office. Remember that teachers are instructing their students during the day and can only return calls and emails during their planning time, office hours, or scheduled breaks. Teachers typically return emails within 48 hours.

SCES Newsletter



Our school newsletter is published on Friday afternoon. News from the school and the Board of Education is included. Only news relative to the school community may be considered for publication. The newsletter is sent out electronically by our school office using the automated Blackboard Connect system.

Social Media

Shipley's Choice Elementary School **does not** have a certified Facebook account; we do not use Facebook as a tool to communicate with you. Please be very cautious about information that is posted on Facebook about the school. Well-meaning parents often post incorrect times or information. When in doubt, contact the school directly.



Do you want to see the great things that are happening at school? Follow us on Twitter [@ShipChoiceAACPS](https://twitter.com/ShipChoiceAACPS). We are tweeting out pictures of learning, bucket-filling, and much more.

Many families have not granted permission for their children's pictures to be shared via social media. School staff knows which students have permission when we post pictures via Twitter or other media. We ask parents to use great caution and always be respectful of others as they use the social media (Facebook, YouTube, etc.) as it relates to Shipley's Choice Elementary School. This includes taking pictures of your child and friends at school, at lunch, etc. **Be mindful that social media posts may be permanent, even after they are deleted.**

Grade Level Communication

Each grade level has developed a Google Site as well as Google Classrooms that they use for regular communication with families. Use the links below to access grade level sites.



HEALTH ROOM



School Nurse: Patty Bellotte

Health Assistant: Rachael Penner

Health Room Phone Number

410-222-3809

The Health Room has a quarantine/isolation room for students with suspected COVID-19 symptoms as well as a separate room in which they attend to the needs of other students (minor injuries such as cuts or scrapes, distributing medications, etc.). When students bring it to our attention that they are feeling ill, teachers will contact the health room to verify that they may send the student for assessment.

STUDENTS WITH COVID-LIKE ILLNESSES

Students who display COVID-like illnesses in school will be evaluated by the health room and possibly sent home. If your child is sent home with symptoms, the health room will inform you of the appropriate protocol, which may include quarantining your student or getting a COVID-19 test.

COVID-19

See the [Safety Protocols](#) for details on the AACPS and school protocols for COVID-19. If a student or someone in the household has or suspected of having COVID-19, please call the Health Room right away.

Students who are exhibiting symptoms associated with COVID-19 will be assessed in the Health Room and possibly sent home. Students who are sent home for suspected COVID-19 symptoms will be required to provide a negative COVID-19 test and/or documentation from your health professional.

SCES Absence Reporting Form

Anne Arundel County Public Schools | Reopening 2020

Confirmed COVID-19 Case Protocol Information for Families

AACPS follows the professional and expert recommendations of local, state health officials, and the Centers for Disease Control (CDC) to make informed decisions regarding the health and safety of students, staff, and visitors. Please note that public health data and information which informs such recommendations are subject to change. AACPS will make modifications in accordance with local, state, and federal requirements.

Symptoms of COVID-19, as defined by the Maryland Department of Health and Maryland State Department of Education:	NEW onset cough or shortness of breath; OR At least 2 of the following: fever of 100.4° or higher, chills, shivering, muscle pain, sore throat, headache, loss of sense of taste or smell, or gastrointestinal symptoms (nausea, vomiting or diarrhea).
--	--

If your household is affected by a confirmed case of COVID-19

- If a person in its household has been exposed to a person who is confirmed to have COVID-19, call the school nurse or school administration immediately.
- Students of such households must stay home or be promptly picked up from school.

When a school is affected by a confirmed case of COVID-19

If a student or school staff member develops symptoms of COVID-19-like illness during the school day, the school shall (as outlined by the Maryland Department of Health and the Maryland State Department of Education):

- Isolate the student in a designated area.
- Assess (by the school health staff) for applicable symptoms and confidentially notify the student's family.
- Call the student's family to pick up the child for at least the remainder of the school day
- Provide further guidance after advisement from the county health department.
- Clean areas where the student made physical contact.

When a school is informed of a laboratory confirmed case of COVID-19 in a student or school staff member, the school shall work with the county health department to conduct contact tracing to determine who has been in close contact with the involved individual.

- The school will use state and local guidance documents, such as "Decision Aid: Exclusion and Return for Laboratory Confirmed COVID-19 Cases and Persons with COVID-19-like Illness in Schools, Child Care Programs, and Youth Camps" by the Maryland Department of Health, to determine the next course of action (quarantine, exclusion, etc.) for the individual.
- The school will defer to the county health department for all matters regarding quarantine, exclusion, and return to school for persons with a positive test for COVID-19 and those who had close contact.
- If the number of laboratory-confirmed cases of COVID-19 or persons with symptoms at a specific facility or area meets the definition of an outbreak, the county health department will make decisions on how to respond.

Picking up a Student from the Health Room

A student who is symptomatic and/or suspected of having COVID will be quarantined in the health room and should be picked up right away. Parents should have someone available who is able to pick up a sick child within an hour of being contacted by the health room. When picking up a child, someone will escort the student to the front door.

Illnesses & Accidents

- For minor complaints, students are encouraged to return to class as soon as possible.
- If the student seems unable to return to class, or if s/he has a rash or fever, parents will be contacted.
- When a student is injured at school, first aid will be administered.
- If the injury is more than superficial, parents will be contacted immediately. In some cases, this will only be done to make you aware, so that you can examine your child when s/he arrives home. In other cases, of course, more immediate care may be needed.
- If we are unable to contact a parent, persons listed on the emergency card will be called. It is essential that your emergency card is accurate and updated as needed.
- If we are unable to reach you or your emergency contacts, your child will be taken to the nearest hospital and we will use our best judgment in caring for them.

Medication Policy

Policy from the Anne Arundel County Department of Health concerning medication administration at school:

Students are permitted to take medication at school or a school-sponsored activity ONLY when it is deemed medically necessary and only under the supervision of school personnel. A form, [Parent's Request to Administer Medication at School](#), must be on file for each medication. The school system reserves the right to refuse to accept, administer, or supervise self-administration of any medication if these procedures are not followed.

This policy applies to both prescription and over-the-counter medications. For the safety of the children and the school at large, it is imperative that these policies be followed correctly. If there are any questions, please feel free to call the Health Room at 410-222-3809.

Allergies/Contagious Diseases

Please inform the School Nurse of any allergies that your child may have that could affect their well-being while at school (bee stings, food allergies, etc.).

Keep our health staff informed of any contagious diseases (Influenza, COVID-19, measles, chicken pox, pertussis, etc.) your child is treated for so that we can be alert to the risks to other students or staff in our school.

ATTENDANCE

Regular attendance is important to your child's success. Please try to schedule appointments outside the school day. **If your child is absent**, you will automatically receive a phone call from Blackboard Connect (formerly Connect-ED).

SCES Absence Reporting Form

Beginning March, 1, Shipley's Choice will accept an [online form](#) as a report of student absences. Whenever your child is absent, you must provide a note of explanation to the school within three days of your child's return to school. Absences due to illness in excess of five consecutive days require a physician's note. For a full list of excused absences, see the [AACPS family handbook](#).

Students who selected HYBRID are expected to attend school in the building on their assigned days. However, students who are symptomatic, suspected of having COVID-19 or a contagious illness, or quarantined may occasionally attend class virtually. Prolonged or frequent absences from in-person learning may necessitate a change in a student's learning selection to virtual only.

Use this form to report your child's absence: <https://forms.gle/hd8hzJwAmUDNuPKNA>

PRIVACY

Shipley's Choice staff and AACPS take privacy very seriously. We take every precaution to guard our students' personal information. This includes (but isn't limited to) pictures, contact information, data, or health information. We ask for your help with this. Please refrain from taking and/or posting pictures inside the school that include other children. Also, do not talk about things you observe with other children in school (e.g. "I saw Johnny in the health room again" or "When I was volunteering in the classroom, Sally couldn't read at all"). If you have a concern about something you observed with another child, talk to a staff member.

The school is not permitted to give out phone numbers or addresses of other students. All information given to us about students is confidential and will not be shared with others unless permission is granted in writing. PTO members have access to a directory with this information and members grant permission to the PTO to publish their information.

SECURITY & SAFETY

AACPS and the school have put security protocols in place to keep everyone safe. It is easy for us to become lax about security because Shipley's Choice is a close community, but safety is everyone's business! We encourage you to call the police and/or to notify the school if they see anything that is suspicious or dangerous on our school grounds. Weekend vandalism can also be greatly reduced with the support of the residents in our community.

Emergency Drills

During each school year, various drills are conducted to ensure that staff and students are prepared in the event of an emergency. These drills include monthly fire/evacuation drills and must continue even during the pandemic or hybrid learning.

In addition, schools perform additional emergency exercises developed by the Office of School Security. These exercises include, but are not limited to evacuation, shelter, and potentially dangerous situations inside and outside the building. We do not share specifics about possible reasons for drills with students. We tell students that we are practicing ways to stay safe.

These drills are discussed with staff prior to the drill and evaluated once the drill is complete. In some cases, the drills may be discussed with students before they take place.