

## RECESS AND LUNCH PROCEDURES

1st-3rd grade: RECESS 11:12am—11:27am

1st-3rd grade: LUNCH 11:27am—11:42am

4th-6th grade: RECESS 11:27am—11:42am

4th-6th grade: LUNCH 11:42am—11:57am

MIDDLE AND HIGH SCHOOL LUNCH: 11:57am—12:27pm

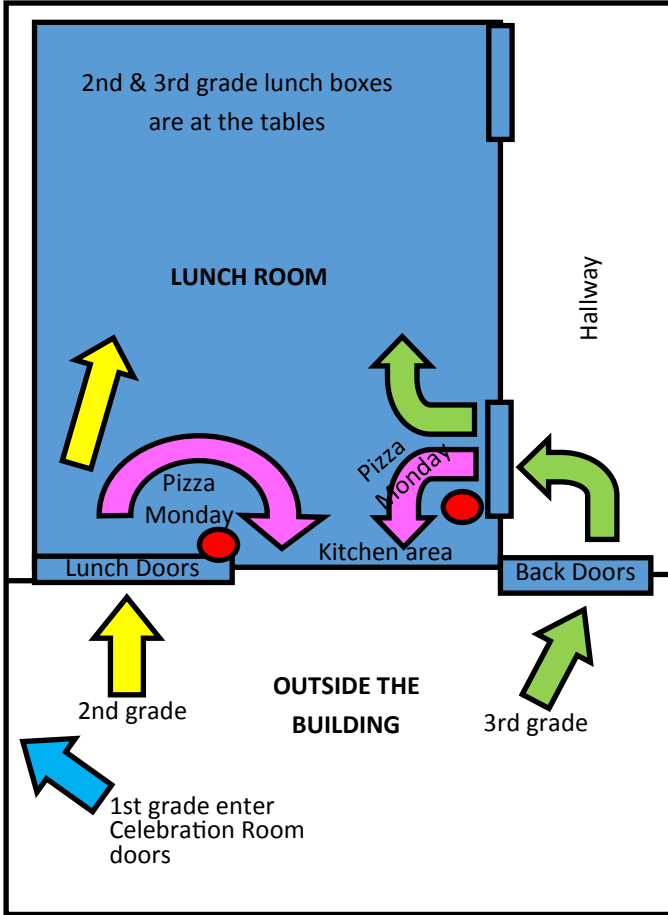
1. 2<sup>nd</sup> and 3<sup>rd</sup> graders will bring their own lunch boxes to the lunch room and set them at the table of their choice. They will then go out to recess. When they return to the lunch room they will go straight to the table where they placed their lunch.
2. At 11:40am the lunch lead will ring a bell to signify 2 more minutes before lunch ends.
3. At 11:42am all 2<sup>nd</sup> and 3<sup>rd</sup> graders will exit the lunch room and line up in the hallway at pre-determined spots. Teachers will collect the children and return to class. (See diagram on page 3.)
4. Two students from each of the 4<sup>th</sup>-6<sup>th</sup> grade classes will bring their class tote to the lunch room area. 6<sup>th</sup> graders will place their totes against the side walls of the vestibule (back doors) as they make their way out to recess. 4<sup>th</sup> and 5<sup>th</sup> grade classes will place their totes along two different walls in the lunch room as they make their way out to recess. (See diagram on page 2.)
5. At 11:42am as they enter the lunch room, the totes will be more spread out for them to have space to find their lunch boxes.
6. Duties teachers will be responsible for bringing all children into the lunch room and to ensure no students are left on the playground.
7. Children will not line up, they will simply head to their pre-assigned door to enter the lunch room.
8. Parent helpers will be at each door squirting hand sanitizer into children's hands. Children will then collect their lunch box from the pre-determined tote area and sit at the tables to each lunch.
9. **PIZZA MONDAY:** No tokens will be used. Parent helpers will have alphabetized lists of student names by grade. Students must ensure they enter through their pre-determined door and stay in their grade level line. They should walk to the counter next to that door. (See pink arrows.)

See page 2 and 3 for diagrams.

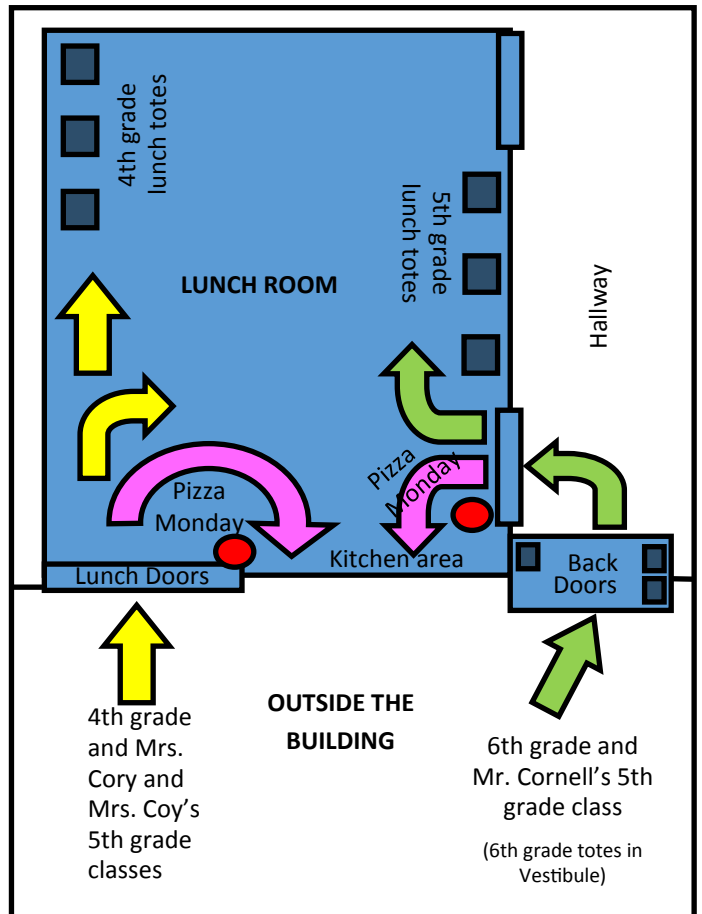
# RECESS AND LUNCH PROCEDURES

● Parent Helper with hand sanitizer

## 1st-3rd grade



## 4th-6th grade



**Recreation Hall**

Students line up facing  
the back doors

2nd grade  
Bingham

**Back Doors**

Students line up facing  
the back doors

2nd grade  
Davis

Students line up facing  
the back doors

2nd grade  
Nielsen

**Lunch Room**

**Hallway between Rec. Hall  
and Lunch Room**

3rd grade  
DeSoto

Students line up facing  
the front doors

3rd grade  
Heaton

Students line up facing  
the front doors

3rd grade  
McIntyre

Students line up facing  
the front doors

**Bob's Office**

↓ **Centre Court Area**