



**CENTRAL USD 462**

2020-2021

Return to Learning Plan

***Raiders Rise***



## Introduction

The COVID-19 pandemic has changed many facets of daily life in ways that have challenged us as educators to evolve, grow and learn in order to support our students and community. As we rise to face the challenges that the 2020-2021 school year may bring, we will work together to support our students' learning in various formats created by the amazing educators in our schools.

The following information is the result of collaboration with and guidance from many health experts from the Kansas Department of Health and Environment (KDHE), the Cowley County Health Department, The Centers for Disease Control and Prevention (CDC), American Academy of Pediatrics, and others. As we look ahead to the 2020-21 school year, it is possible that COVID-19 will continue to spread. A public health approach is key to addressing the impacts of COVID-19 as well as in charting our way forward. This plan will further define USD 462 instructional delivery model, operations protocol, and health and safety procedures based upon these federal, state, and local resources. We are fortunate in that our district is supported by our community in a way that allows students to have online instructional resources and 1:1 devices which we will use creatively and interactively in any format to support every student, every day as we charge forward toward the future.

This plan is possibly ever changing and USD 462 may adjust guidance as the year progresses if needed. The information included is intended to serve as an initial plan for the start of the school year and is subject to change. USD 462's Return to Learning plan provides expectations and best practices to ensure a safe and successful 2020-2021 school year. USD 462 schools are expected to follow these expectations. Individual school buildings have the flexibility to meet individual needs and be responsive to their stakeholders.

## Overview of Instructional Models Available for Fall 2020

### In-Person Classes-

#### Safety Precautions In Place

- Masks worn for both students and staff
- Entering the Buildings
  - Elementary will be allowed in the building. at 7:50 am
    - If you need to make arrangements for earlier drop off, please



- call the school office
  - Students who are bus riders will enter in the main entrance on the east side of the building while practicing social distancing protocols as they report to their grade level classrooms.
  - Walkers and car riders will enter through the south doors at the cul de sac while practicing social distancing protocols as they report to their grade level classrooms.
- Junior High-High School - no student entrance in the building will be permitted before 7:35 a.m.
  - Students who are bus riders will enter through the library doors and then wait in their designated commons area until the first bell rings.
  - 7th & 8th grade students who are walkers or car drivers/riders will enter through the tornado shelter doors and remain in the new commons area until the first bell rings.
  - 9th - 12th grade students who are walkers or car drivers/riders will enter through the main front doors and remain in the main commons area until the first bell rings.
  - There will be no open gym in the mornings.
- Exiting the Building
  - Students will be required to exit the building no later than 4:05 p.m. unless participating in designated after school programs such as ZAP'd (jr/sr high school), athletics, tutoring, etc..
- Monitoring for symptoms
  - Bus Riders
    - Drivers will complete temperature checks and administer hand sanitizer prior to students being seated on the bus with additional COVID-19 screening protocol if needed.
  - Walkers, Car Riders, and Car Drivers
    - Temperature checks at the designated entry point before entering into the buildings with additional COVID-19 screening protocol if needed.
  - Staff, Vendors, & Approved Visitors
    - Staff, vendors, and approved visitors will report to the office immediately upon entering the facility for temperature checks with additional COVID-19 screening protocol if needed.



- Hourly hand washing/hand sanitizing
- Individual supplies whenever possible - limit sharing of materials, including instruments, supplies, and tools that are difficult to clean and disinfect
- Possible clear barriers for extra protection when six feet distancing cannot be maintained in the learning environment
- Scheduled use and additional cleaning protocol for common spaces such as the library

### **Attendance**

- Students attend daily from 8:00 a.m. - 3:55 p.m.

### **Lunch**

- Lunch served on-site

### **Classes/Coursework and Activities**

- Regular rotation of classes/activities
- Full educational and academic interventions in place

### **Grading**

- Grading remains consistent

### **Remote Learning (online)-**

#### **Safety Precautions in Place**

- Cyber security precautions in place
- Use of GoGuardian- Software management used on all school devices and accounts
- GoGuardian Parent Access
- Google Classroom Parent Access
- SeeSaw for Learning Parent Access

### **Attendance**

- Students attend daily from 8:00 a.m. - 3:55 p.m.
- A log will need to be kept for records ensuring students are meeting the requirements per Kansas attendance guidelines.
- All discipline, attendance, and handbook policies will apply to remote learners
- Teachers will continue to work from classrooms



### **Lunch**

- Lunch available by community pickup sites, with same eligibility options as in-person with lunch fees applied

### **Classes/Coursework and Activities**

- Schedule mirrors in person schedules
- Students will utilize Zoom to link into live classes with their teachers and peers
- Some materials may need to be exchanged between home and school
- District and state assessments will still need to be completed
  - Some of these assessments may need to be completed in person
- Participation in sports is allowed per KSHSAA guidelines pending approval by the USD 462 board of education.

### **Grading**

- Grading remains consistent

**Hybrid (only when needed per local health officials - more detailed plans will be finalized and communicated if this is required)**

### **Safety Precautions In Place**

- Shortened In-Person Instructional Times
- In-Person two days a week with two days a week of remote learning from home.

### **Attendance**

- Students attend daily, either in person or remotely
- A log will need to be kept for records ensuring students are meeting the requirements per Kansas Attendance guidelines
- Teachers will continue to work from classrooms

### **Lunch**

- Lunch served at school and available by community pickup sites with same eligibility options as in-person with lunch fees applied



### **Classes/Coursework and Activities**

- An alternative schedule will be released when needed
- Participation in sports is allowed per KSHSAA guidelines and USD 462 school board approval

### **Grading**

- Grading remains consistent

## **Additional Guidance With On Campus Expectations**

The on campus expectations detailed below are meant to proactively prepare staff and students to keep everyone safe and to pre-teach strategies that will allow for a smooth return to school.

### **Masks**

- Masks worn for both students and staff
- A cloth mask will be provided for each student at the beginning of school but students are encouraged to wear and provide their own mask if possible.
- Masks should be worn one day and then laundered so more than one mask may be needed to ensure a clean mask at the start of every day.
- Masks must be worn prior to boarding the bus and prior to entering the school doors for walkers and car riders.
- Governor Kelly's executive order 20-59 states that "Mask or other face covering means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is simply wrapped around the lower face. A mask or other face covering can be made of a variety of synthetic and natural fabrics, including cotton, silk, or linen. Ideally, a mask or other face covering has two or more layers. A mask or other face covering may be factory-made, sewn by hand, or can be improvised from household items such as scarfs, bandanas, t-shirts, sweatshirts, or towels."
- Any exemptions from wearing a mask must be documented by a doctor with a signed doctor's note provided to the office in advance. A face shield is recommended for those who are exempt from wearing a mask.
- Scheduled mask breaks may be administered by staff with safe social distancing strictly in place



## **Hand Washing**

All students and staff will be instructed on the proper technique for effective hand washing and use of hand sanitizer. On-going reinforcement and teaching will be conducted.

## **Drop-Off/Pick-Up and Visitors**

Morning student drop-off and pick-up will occur outside of the school building to limit traffic and exposure within the school building. If visitors are needing to come into the school, movement will be limited to the office area only. We require that a mask is worn upon entering the school and temperature checks will be administered. At this time, we will not have any visitors and volunteers in classrooms or for breakfast and/or lunch. All visitors must have prior approval.

## **Classroom Arrangements**

Student seating will be spaced out if possible. Extra precautions and the use of plexiglass barriers will be installed when social distancing cannot be maintained. Furniture that cannot be easily sanitized and/or disinfected will be removed. Students are asked to limit personal supplies in classroom areas.

## **Restroom Breaks**

After students have returned to class from a restroom break, teachers will ensure the students have washed their hands before returning to classroom activities. At the elementary, if classroom restroom breaks are taken, social distancing will be maintained and appropriate hand washing procedures will be implemented. Group restroom breaks will be limited to one class per hallway at a time.

## **Recess - Elementary**

When local health guidelines require limited recess group sizes or limited use of outside play structures, we will adjust scheduled recess times and adhere to Kansas Department of Health and Environment (KDHE), Cowley County Health Department recommendations. Alternative indoor activities, brain breaks and/or games will be used to provide students with breaks in instances when outdoor recess is not allowed.



## **Field Trips**

At this time, there will be no field trips allowed. Staff may utilize virtual options to supplement learning activities. Any programs with off-site learning requirements will be considered separately and on an individual basis with approval from administration.

## **Hallway Movement**

When transitions in hallways take place we will practice social distancing with 3-6 feet between students when possible and limit unsupervised movement. Signage will be posted in hallways and classrooms to communicate ways to help reduce the spread of COVID-19.

## **Water**

Drinking fountains will be turned off per guidance recommendations. Water bottle filling stations will be available and small cups will be available for students without a water bottle. Students are encouraged to bring their own water bottle with their name on it. Students will not be allowed to share water bottles. No other beverages will be permitted by students except water and milk during breakfast and lunch.

## **Cleaning & Sanitation**

The USD 462 school district has always had clean, well maintained facilities. The following guidelines are in addition to normal practices.

- Prioritizing sanitation to high use areas such as door handles, handrails, counters and surfaces, tables, chairs, desks, water bottle filling stations, gymnasium, restrooms, common spaces etc.
- Utilization of cleaning products recommended by state and local health officials and approved by the district.
- Sanitation will be performed between groups of students in classrooms, lunch rooms, and common areas.
- Sanitation supplies will be available in each classroom and common areas.
- If using shared materials, materials will need to be sanitized/disinfected before used again.
- Classrooms and common areas will be disinfected and sanitized at minimum every hour with cleaning logs to be completed by staff.



## **Transportation**

Due to the possible inability to maintain 6 foot social distancing on school district vehicles, several changes may be required for both bus operations and student riders. If group size restrictions are mandated for school buses, these regulations will be further modified. Parents who can transport their own student to school are urged to do so.

- Increased sanitation of frequent touch surfaces, including handrails, bus seats sanitized daily.
- Students will use hand sanitizer upon entering the bus and will participate in temperature checks.
- Masks are required. Students will be required to wear their mask before entering and on the bus.
- Assigned seating for students on all routes to maximize space between students. Individuals from the same household will be seated together.
- When possible, windows will be open when transporting students to improve air circulation
- Social distancing between students is recommended at all bus stop areas. Parent supervision is advised.

## **Food Services**

It is important to ensure that all students have access to school meals, regardless of the learning environment. Food service staff have many federal, state, and local guidelines already in place that they follow to ensure the safe preparation and handling of food for students. The following are extra precautions we plan to take for the return to school

- No shared table permitted
- Use of disposable trays and silverware
- Arranged seating to provide social distancing and limited movement through the hallway
- Staggered dismissal times within the lunch period
- No self service of grab and go options
- Masks will be worn to and from the commons area at breakfast and lunch times and will only be off while the students are eating.
- At the Jr/Sr high school - no open gym
- For remote learners, lunch will be available by community pickup sites, with same eligibility options as in-person with lunch fees applied



## **Remote Learning Environments**

- The school will continue to claim and be reimbursed for meals based on the eligibility status of students.
- Students will need to “opt-in” in order to receive meals.

## **Training & Guidance Education**

All staff and students will receive training and time to practice these established procedures at the beginning of school and additionally on an as needed basis

## **Activities & Athletics**

- Additional guidance will be provided at a later date with specific USD462 and KSHSAA recommendations and requirements for extra curricular activities.

## **Home Temperature and Symptom Screening**

- Parents are expected to screen their students every morning before sending them to school to help ensure the separation of sick and healthy students.
  - Symptoms to check your students for each morning
    1. Fever of 100 degrees Fahrenheit or greater
    2. Chills
    3. Sore Throat
    4. Cough (especially new onset, uncontrolled cough)
    5. Diarrhea, Vomiting, or Abdominal Pain
    6. Headache (particularly new onset of severe headache)
    7. New Loss of Taste or Smell
    8. Muscle or Body Aches or Fatigue
    9. Congestion or Runny Nose
    10. Shortness of breath or Difficulty Breathing
- Students will be expected to remain at home if they experience any symptoms.
- When a parent notifies the school that a student is ill, the school may ask the parent what symptoms the student is exhibiting
- All staff members will also screen themselves prior daily prior to coming to school. When an employee calls in ill, the school may ask the staff member what symptoms he/she is exhibiting.
- Complete screening procedures will be available prior to the start of the school year.



## **Sickness At School**

- Illnesses that occur during the school day will be assessed on a case by case basis with recommendations and possible exclusion from school based on symptoms.
- If a student exhibits 2 or more of the COVID-19 symptoms he/she will be sent home immediately along with any other students or staff that live in the same household and the Cowley County Health Department will be notified.

## **Isolation at School Protocol**

- Each building will have a designated “sick room” for students who need to be assessed for illness during the day. Sick rooms are separate from office and other high use areas. If it is determined that the student needs to go home due to illness then the student will remain in the sick room until picked up by a parent or guardian or otherwise released from school. The room will then be thoroughly cleaned and disinfected.
- It is expected that parents will make arrangements to have their child picked up immediately.

## **Return to School After Exclusion**

- Students’ return to school following an illness will be determined individually depending upon symptoms, alternate diagnosis, any testing results, contacts, and Cowley County Health Department orders.

## **Other Students and Employees in the Household**

- If a student or employee is excluded from school for COVID-19 symptoms then any other student or employee who lives in the same household will be sent home at the same time and will follow protocol and orders established by the Cowley County Health Department.