

**Pettis County R-XII**

**Re-Entry Plan 2020**

**Guidance**



## Table of Contents

Overview.....	2
Building Hours of Operation/Attendance Hours.....	2
3 Phase Re-Entry Plan.....	3-4
1. Phase One.....	3
2. Phase Two.....	3-4
3. Phase Three.....	4
Traditional or Online Options.....	4
Safety and Prevention Plan.....	5-7
1. Parent Responsibility.....	5
2. When Healthy.....	5
3. Social/Physical Distancing.....	5
4. Confidentiality.....	5-6
5. Sanitation and Cleaning.....	6
6. Staff & Student Illness.....	6-7
Bus/Transportation.....	7
Morning Entry/Breakfast Procedures.....	8
Lunch Procedures.....	8
After School Dismissal Procedures.....	8-9
Classrooms.....	9
Passing Periods.....	9
Visitors/Volunteers.....	9
9	
Playgrounds/Recess.....	9
Field	
Trips.....	10
School Nurse.....	10
Personal Protective Equipment (PPE).....	10
Glossary.....	1

## **Pettis County R-XII Re-Entry Plan 2020**

### **Overview**

Pettis County R-XII has taken steps to prepare for the health, wellness, and safety for students and staff for the 2020-2021 school year. This guide is a living document and will be updated with new information as it becomes available. Please see the information below for a set of general guidelines and expectations. Decisions will be made in coordination with local and state guidelines. There is strong scientific evidence that students under 18 are not as likely to contract or spread COVID-19 as groups that are 18 years of age or older. Although there is no way to eliminate all risk factors, our goal is to reduce the risk to students and staff.

Each phase will be evaluated on a two-week or sooner basis to determine the most appropriate and safest course of action for students and staff.

### **Building Hours of Operation/Attendance Hours**

- Building will be open at 7:40 pm.
- Class Begins at 8:00 am
- School Dismissal at 3:10 pm
- 3:10 pm - 6:30 pm for Boys and Girls Club (Pre-Enrollment Required)
- 7:00 am for Early Dragon (Pre-Enrollment Required)

### **3 Phase Re-Entry Plan**

#### **Phase 1: Normal Schedule**

- A. Normal/traditional school opening will resume for the 2020-2021 school year with few changes to school routines.
- B. For parents with medically fragile children or parents who feel it is unsafe due to Covid-19 for their children to physically attend a campus, the option of distance learning will be available. Students who participate in distance learning will have the option to return to the traditional schedule at the end of each semester.
- C. Clear health protocols will be enforced including staying home when sick, notifying parents/staff when known exposure has occurred, and following specific re-entry procedures for students/staff who test positive for Covid-19.
- D. Cloth masks are encouraged, particularly on buses and during class changes.
- E. Social distancing will be expected where feasible.
- F. Transportation to and from school will be provided by Pettis County R-XII buses; however, parents are strongly encouraged to drive their children to and from school or find other means of transportation whenever possible to reduce the number of bus riders.
- G. There will be no visitors or volunteers allowed on campus without prior approval of the superintendent or his designee. Parent meetings will be held virtually or held in designated areas and will follow appropriate social distancing and sanitation protocols.
- H. Some breakfast and/or lunch meals may be served in classrooms.
- I. Activities that require extended contact with large groups will be limited.
- J. Schools will provide instruction for students and staff on minimizing the spread of infectious diseases. Increased signage will also be posted to help remind students and staff of precautions that should be taken in order to reduce the spread of COVID-19.
- K. There will be increased cleaning of schools and high touch point areas.

#### **PHASE 2: MIXED LEARNING**

- A. Students will report to school for instruction according to the published schedule for each grade level or student group. Schedules will be designed so that approximately 50% of the students are on campus and the other 50% are learning from home. This will allow for smaller class sizes and more distance between students. Classrooms and facilities will be arranged in such a manner as to encourage social/physical distancing.
- B. School staff will be required to report to the school building daily.

- C. Schools will operate on an A/B schedule with approximately 50% of students on campus during each rotation. Each group will report to campus on designated days while the other group participates in distance learning.
- D. Every effort will be made to ensure that siblings attending the same campus are placed in the same group so that they attend in-person classes on the same days.
- E. All operational and safety protocols outlined in Option 1 (Normal Schedule) remain in effect.

### **PHASE 3: AT HOME LEARNING**

- A. Staff will report to the school campus daily. Students will participate in distance learning daily with direct virtual instruction by Pettis County R-XII teachers provided on a regular basis.
- B. In situations where access to the internet is not available to students, course content/assignments/instruction will be downloaded to a device or flash drive and provided to the student. If access to a device cannot be provided, students will be provided with other learning opportunities and/or print materials. Course content/assignments/instruction will be updated on a regular basis. Teachers and other staff members will provide assistance to students by phone or other means on a regular basis.
- C. Grades will be assigned following normal district grading policies as listed in student handbooks.
- D. Attendance will be recorded according to DESE guidelines.

### **Traditional or Online Options**

The Pettis County R-XII School district believes that, when possible, the best learning is delivered by a great teacher in the classroom. However, we recognize that there are some students that have health concerns that might require an online learning approach. Taking into account individual needs of students in the district, parents will be able to choose their education format from one of the choices below:

- **Traditional Class (Opt-In)** - This will format will be a traditional classroom with some variations to insure social distancing and health. Students might need to switch to an online version if they contract Covid-19 during the school year.
- **On-line Class (Opt-Out)** - Courses will be taught by a teacher that is not a Pettis County R-XII teacher. If a parent decides to “opt-out” and is registered for online learning, then the student must continue for the entire semester. The student may join the physical classroom again after the Christmas Break. Parents must notify the district in writing by Friday, August 14th, 2020.

## Safety and Prevention Plan

7. **Parent Responsibility:** Parents must screen students **DAILY** and keep your student home if, in the past 14 days, the student has experienced the following:
  - a. A fever (100 degrees or higher)
  - b. Any combination of:
    - i. Chills
    - ii. Dry cough
    - iii. Shortness of breath
    - iv. Runny nose
    - v. Sore throat
    - vi. Headache
    - vii. Vomiting, diarrhea, or nausea
  - c. New loss of smell or taste
  - d. New muscle pain
  
8. **When Healthy:** Please try to use planned school break (holidays, early outs, PD days) to take care of routine medical/dental appointments when possible.
  
9. **Social/Physical Distancing:** Perhaps the most effective way to reduce the risk of spreading Covid-19 is by limiting social and physical contact.
  - a. Contact tracing for those who have contracted the Covid-19 virus will be much easier if social distancing is maintained.
  - b. Students or staff who have a fever of 100 degrees WITHOUT fever-reducing medicine (Ibuprofen, Tylenol) and cough will be required to stay home and report their absence to the school or supervisor.
  - c. Please avoid traveling to areas or visiting with people known to have Covid-19.
  - d. Visitors will not be allowed into school unless they are pre-authorized by the school administration. We ask that when parents/guardians pick up or drop off students that they remain outside. The school will sign your student in and out for you.
  - e. Pre-authorized visitors may have temperature checks.
  - f. Adults in the building must wear a mask in the presence of students.
  
10. **Confidentiality:**

- a. Each student and staff member has a right to privacy even if they contract Covid-19.
- b. The district will not release the names of individuals who have become infected. However, the district will contact the Pettis County Health Department so that they perform contact tracing.
- c. The Pettis County Health Department will provide guidance for those suspected of having Covid-19.
- d. Also, the district will inform parents and the community if there are any reported cases. School may be closed for 2-5 days if a case is discovered for thorough cleaning and sanitization.

**11. Sanitation and Cleaning:**

- a. Cleaning with COVID and EPA approved products will target cleaning and disinfection of frequently touched hard, non-porous surfaces, such as counters, tabletops, stair rails, doorknobs, bathroom fixtures, toilets, drinking fountains, and any other surfaces that are visibly necessary.
- b. Hand sanitizer dispensers will be installed at most exterior doors and in classrooms
- c. Staff/Custodians will:
  - i. Clean frequently contacted surfaces multiple times a day.
  - ii. Clean restrooms multiple times each day.
  - iii. Air filters will be changed frequently.
  - iv. Windows and doors will be open to provide as much outside air as possible.
- d. Frequent hand washing will be required for all students and staff.

**12. Staff & Student Illness**

- a. Parents and students, as well as staff members, are encouraged to self-screen for potential COVID-19 symptoms before coming to school. Anyone with symptoms of illness should stay home.
- b. Students at school who display health symptoms that could suggest COVID-19 concerns will be checked by the nurse. If evaluation by the nurse suggests potential for COVID-19 infection, the student will be masked (if the student does not have one) until picked up by a parent/guardian.
- c. Students with a temperature of 100 degrees or higher will be sent home
- d. A student excluded from the school environment due to COVID-19 concerns may return to school in accordance with guidelines provided by the health department. Please understand that guidelines may change over time. At the time of this publication, the guidelines are as follows:

- e. Students/staff with symptoms, but not tested for COVID-19 may return if the following conditions are met:
  - i. No fever for 72 hours or more without use of medicine that reduces fever and showing significant improvement for 7 days after the onset of symptoms.
- f. Students/staff with symptoms, but tested negative for COVID-19, may return if the following conditions are met:
  - i. No fever for 24 hours without use of medicine that reduces fever and showing significant improvement of symptoms
  - ii. The student/staff member has received 2 negative COVID-19 tests in a row, with at least 24 hours between tests
- g. Students/staff that have tested positive for COVID-19 may return if the following conditions are met:
  - i. 14 days have passed without symptoms
  - ii. Student/staff member has received 2 negative COVID-19 tests in a row, with at least 24 hours between tests
  - iii. Released and given written approval to return by a healthcare provider
- h. Other scenarios regarding student health will be handled according to guidance from and consultation with the Pettis County Health Center.

### **Bus/Transportation**

School bus transportation may not readily allow for physical distancing. To reduce contact on buses and risk of infection can include:

- Screening of Covid-19 symptoms at home **PRIOR** to getting on the bus.
- Buses will be disinfected daily.
- Encouraging hand hygiene upon boarding the bus.
- Assigning students to seats so contacts are stable.
- Seating siblings together.
- Loading the bus from back to front.
- Encouraging the use of face masks during transport.
- Having windows open when safe and weather-permitting.
- Providing bus drivers and monitors onboard with personal protective equipment, such as face masks and face shields and/or eye protection, as long as these do not impair driving.

We also ask families that are able to transport their students to and from school or arrange for carpools, when possible, to reduce the number of students riding buses in the upcoming school year.

### **Morning Entry/Breakfast Procedures**

All students (bus riders, car riders, and walkers) will report directly to their designated places in the school building upon arrival at school in the morning for Breakfast. Hand sanitizer will be required upon entering the school building. Students will need to wash their hands before and after eating.

- **Pre-K:** Elementary Cafeteria
- **Kindergarten:** Elementary Cafeteria
- **1st Grade:** Elementary Cafeteria
- **2nd Grade:** Their Classroom
- **3rd Grade:** Their Classroom
- **4th Grade:** Their Classroom
- **5th Grade:** Their Classroom
- **6th Grade:** Middle School Commons
- **7th Grade:** Middle School Commons
- **8th Grade:** Middle School Commons

Early Dragon/Homework Helpers students will be allowed to enter the school at 7:00 am and will be dismissed to their classroom teacher at 7:40 am.

Announcements will be conducted over the intercom each morning.

### **Lunch Procedures**

Students and teachers will be eating on staggered lunch shifts. Eating outdoors is encouraged when practical. Students will need to wash their hands before and after eating.

- **PreK - 2nd Grade:** Elementary Cafeteria
- **3rd - 4th Grades:** Elementary Cafeteria
- **5th Grade:** Commons
- **6th - 8th Grade:** Commons

### **After School Dismissal Procedures**

#### **Bus Riders**

- All bus riders will be dismissed by intercom by bus number (1,2, and 3).
- Masks should be worn on the bus when possible.
- Students will need to sit in their assigned seats.

#### **Car Riders & Walkers**

- Car riders and walkers will need to wait in the gym after school and must practice social/physical distancing in their designated locations.

### **Boys & Girls Club**

- If there are enough participants, then members of Boys & Girls Club will wait in the gymnasium for their club leader.

### **Classrooms**

- Staff should be in the classroom ready to receive children.
- Multiple social distancing strategies will be implemented based on feasibility of the unique space and needs of each school.
- Students will be encouraged to maintain distance from each other in the school and taught appropriate hygiene/COVID practices.
- All students will keep their own supplies for use in the classroom.
- Personal water bottles will be utilized.
- Built in time during the day for frequent handwashing and hand sanitizing.
- Appropriate measures will be taken for cleaning Chromebooks.
- Observe students for illness prior to starting class and refer students to nurse.

### **Passing Periods**

- Movement throughout buildings will be limited or reduced.
- Hand washing/hand sanitizer will be available.

### **Visitors/Volunteers**

- Nonessential visitors will be limited.
- No lunch guests or volunteers at the elementary/middle school levels.
- Any person wanting to visit the campus will be encouraged to conduct business by phone or email.
- Parents retrieving a child before the scheduled drop-off and pickup times will be encouraged to call district personnel in the building office and the child will be escorted outside to eliminate interactions.
- Normal security protocols will be in place regarding locked entrances and speaker communications for those attempting to enter the buildings

### **Playgrounds/Recess**

- Group sizes will be limited and recess times will be staggered to prevent commingling.
- Students will be monitored for social distancing while on playgrounds
- Handwashing/sanitizer upon re-entry to building
- Frequently used playground hard surfaces will be cleaned routinely

- Playground balls and other equipment will need to be cleaned routinely

### **Field Trips**

- There will be no field trips taken during the 2020-2021 school year. It is believed that students will be better served during the Covid-19 outbreak if they are kept on campus.
- We feel it is best to limit interactions with outside people. While field trips are important regarding the learning process, at this time students will not have the opportunity to participate by going to outside locations

### **School Nurse**

- School nurses will provide COVID safety training/materials to faculty and staff.
- If you have medication for your child, please schedule a time with the school nurse to drop it off.
- Encourage staff self-screening.
- Encourage parents to screen students at home prior to sending to school.
- Exclusion/quarantine procedures will follow best practices.
- Any student/staff with a fever of 100 will be sent home immediately and cannot return to school until they are symptom free for 72 hours.

### **Personal Protective Equipment (PPE)**

- Face coverings are an important strategy to reduce transmission of Covid-19, primarily by reducing the spread of infection from the wearer to those around them.
- Young children may have difficulty complying with the proper use of face coverings and may have increased face touching, mask chewing, mask trading, and other behavior that could increase risk of infection. For this reason, continuous usage of face coverings is not recommended for young children.
- Older children, such as those in middle school are likely to be able to follow guidance regarding proper mask usage. Additionally, these students are less easily cohorted. Thus, the use of face coverings can provide an additional layer of protection against the spread of infection.
- Face coverings should be considered for all age groups during periods when students are not cohorted or cannot physically distance (e.g. in hallways or during entry and dismissal periods).
- As noted above, it is also appropriate for all students to wear masks or face coverings while riding the bus. Schools should consider how to best deliver training to students on the safe and proper use of masks, accounting for the training most appropriate for the age group. Local leaders are encouraged to stay informed about CDC guidance and recommendations on face coverings.
- Use of personal masks will be allowed for students but not supplied.

- Use of personal masks will be required for staff.

### **Glossary**

**Contact Tracing** - Trained health department staff interview people who have been diagnosed with a contagious disease to figure out who they may have recently been in contact with. Then, they go tell those people they may have been exposed, sometimes encouraging them to quarantine themselves to prevent spreading the disease any further. Think of it as part of public health work and part investigation.

**Social/Physical Distancing** - Social and physical distancing is deliberately increasing the physical space between people to avoid spreading illness.