

USD 403 Otis/Bison

Return to School Plan due to COVID-19



Guidelines for Otis/Bison Schools

USD 403 has developed a plan to support school buildings and the community for reopening schools. USD 403's Return-to-School Plan provides a tiered approach with clear, actionable steps that are advisable before students and employees Return-to-School buildings. This plan will be applicable throughout the 2020-2021 school year.

This approach is built upon guidance and recommendations of local and state health officials; is aligned to the reopening guidelines that have been provided by our state and federal leaders, and it is designed to prioritize the health and safety of students and staff as we open school buildings and deliver instruction for the 2020-2021 school year.

USD 403's Return-to-School Plan focuses heavily on the health and physical requirements necessary for reopening school buildings. USD 403 will continue to provide support to school buildings on navigating the academic, social, and emotional effects of the COVID-19 pandemic on students and employees.

USD 403's Return-to-School Plan provides the expectations and best practices to ensure a safe and successful 2020-2021 school year. USD 403 school buildings are expected to follow these expectations. Individual school buildings have the authority and flexibility to meet their individual needs and be responsive to their stakeholders with approval of the USD 403 District School Board.

Essential Planning Questions:

- How can we effectively serve USD 403 students educationally regardless of the modality and circumstances in which we are asked to serve them?
- Do school calendars, start times, or days of operation need to change in order to serve students within the guidelines to operate our schools safely?
- What school operations do we need to be prepared to alter on short notice as public health guidance changes when students and staff are on campus?
- As a rural campus, how do we get students to campus and concurrently honor public health guidelines such as social distancing?
- How can we meet social distancing guidelines and still operate with some or all students on the USD 403 campus?
- How do we protect students in high risk categories when school is in session on campus and still deliver high quality instruction to them?
- How do we safely deliver an extracurricular program for sports, fine arts, and other co-curricular experiences?
- How do we protect staff in high risk categories when school is in session on campus and still operate a school effectively?
- What safety measures need to be in place to resume some degree of in-person instruction in the fall (e.g., screening)?
- How do we improve the quality of the remote learning experience for students and staff should an extended school closure be needed again in the 20-21 school year?
- What professional development, support, or planning opportunities do we need to provide to USD 403 staff this summer in order to prepare them for the 2020-2021 school year?
- What supplies and other resources do we need to acquire proactively in order to ensure we can carry out any on campus plans next fall?
- What steps can we take to promote best practices for personal hygiene for students, staff, and families?
- How can we meet the communication needs of USD 403 stakeholders (families, students & staff) in a systematic way so that our efforts are not overwhelming and yet sufficient to explain the “what,” “why,” and “how” any plans we make and implement?
- How will we respond if someone that has been on USD 403 campus and has interacted with students and staff tests positive for COVID-19?
- How do we handle students that are unable to report to campus because they have been recommended for self-quarantine?
- How should USD 403 School District begin the 2020-2021 school year (instructionally and operationally)

USD 403 will have a three tiered system for determining the appropriate and safest manner for providing direct education to our students. The three tiers are Tier 1: On Site, Tier 2: Hybrid, and Tier 3: Remote Learning Environments.

Tier 1: On-Site Learning Environment - Students and staff attend on site with enhanced and mandatory health and safety protocols put in place. This will be implemented when there are low levels of community restrictions.

Tier 2: Hybrid Learning Environment - Students spend part of their time in the classroom and part of their time learning remotely. Students may be targeted for stable groups and asked to attend on site in a controlled environment while also doing remote learning. This phase may be implemented when there are moderate to high levels of community restrictions.

Tier 3: Remote Learning Environment – Students receive their learning remotely by USD 403 teachers. This is the most restrictive situation, implemented at a single school, multiple schools, or entire district when there are high levels of community restrictions.

**Parents that have concerns about in-person instruction and in-person learning in our school buildings can request remote learning for their child.
Please schedule a meeting with the building administrator.**

Confirmed Case in a building, regardless of community transmission – All Phases

1. Identify staff/students to be sent home to self-isolate to allow time to coordinate with local health officials.
2. Close building/ area of a building for a short period of time to clean and disinfect. This closure may include all extracurricular activities.
3. Allow for contact tracing to occur by county health officials with support from the school.
4. Communication will be made as to when operations will resume.
5. In such a situation, it is critical to maintain confidentiality of the student or staff member as required by the American with Disabilities Act and the Family Education Rights and Privacy Act.

School Decision Tree

All Schools Regardless of Community Spread



Assess Risk



Short (potential 2-5 Day) Building Dismissal to Clean/Disinfect/Contact Trace in consultation with local health officials

No Community Spread

- Prepare
- Teach and reinforce healthy hygiene
- Develop information sharing systems
- Intensify cleaning and disinfection
- Monitor for absenteeism
- Assess group gatherings and events – consider postponing non-critical gatherings and events
- Require sick students and staff stay home
- Establish procedures for someone becoming sick at school



Monitor changes in community spread

Minimal to Moderate OR Substantial Community Spread

M/M

Is community spread Minimal to Moderate or Substantial?

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- Coordinate with local health officials.
- Implement multiple social distancing strategies for gatherings, classrooms, and movement through the building.
- Consider ways to accommodate needs of children and families at high risk.

- Coordinate with local health officials.
- Implement multiple social distancing strategies for gatherings, classrooms, and movement through the building WITH EXTENDED SCHOOL DISMISSALS.
- Consider ways to accommodate needs of children and families at high risk.



All Phases - Staff and Students should stay home when ill.

<p>All actions are required by KS Executive Order 20-59.</p>	<p>Physical Distancing</p>	<p>PPE (Personal Protective Equipment)</p>	<p>Health Screening</p>	<p>Hygiene Measures</p>
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<p><u>Tier 1</u> *On-Site Learning Environment</p> <p>*Parent Request for remote learning available. Contact School Administration</p>	<p>Six-feet w/ infrequent or incidental moments of closer proximity. Physical distancing as feasible implemented with in-person instruction in classrooms.</p>	<p>Mask or face covering required for all students, faculty, staff, & visitors with exceptions outlined in KS Executive Order 20-59.</p> <p>Mask or face covering must be worn before entry to buildings or loading busses.</p> <p>**Temperatures will not be taken without a mask.</p>	<p>Temperature checks for all students and staff upon entrance of buildings must be below 100.4 to enter. Bus riders will have their temperatures checked prior to loading the bus. Temperature must be below 100.4 to ride the bus.</p> <p>All staff and families are encouraged to monitor symptoms and take temperatures prior to arriving at school.</p> <p>*Parents/guardians should not leave your student until their temperature has been recorded so as to not leave any students without a ride back home if they have a temperature of 100.4 or above.</p> <p>***Temperatures will not be taken without a mask.</p>	<p>Hand washing or sanitizing upon entrance of buildings, cafeteria, and at regular intervals throughout the school day, no less than once every hour.</p>
<p><u>Tier 2</u> *(Hybrid Learning Environment</p> <p>*Students are targeted for stable groups on-site in a controlled environment while also doing remote learning.</p>	<p>Six-feet w/ infrequent or incidental moments of closer proximity. Physical distancing as feasible implemented with in-person instruction in classrooms.</p>	<p>Mask or face covering required for all students, faculty, staff, & visitors with exceptions outlined in KS Executive Order 20-59.</p> <p>Mask or face covering must be worn before entry to buildings or loading busses.</p> <p>**Temperatures will not be taken without a mask.</p>	<p>Temperature checks for all students and staff upon entrance of buildings must be below 100.4 to enter. Bus riders will have their temperatures checked prior to loading the bus. Temperature must be below 100.4 to ride the bus.</p> <p>All staff and families are encouraged to monitor symptoms and take temperatures prior to arriving at school.</p> <p>*Parents/guardians should not leave your student until their temperature has been recorded so as to not leave any students without a ride back home if they have a temperature of 100.4 or above.</p> <p>***Temperatures will not be taken without a mask.</p>	<p>Hand washing or sanitizing upon entrance of buildings, cafeteria, and at regular intervals throughout the school day, no less than once every hour.</p>
<p><u>Tier 3</u> *Remote Learning Environment</p>	<p>NO IN-PERSON INSTRUCTION</p> <p>REMOTE LEARNING ENVIRONMENT FOR ALL</p>			

Tier 1: On Site Learning

Instruction: Students and staff return to on-site learning with a parent option to request remote learning for students. Health and safety precautions are in place.

Students with Exceptionalities: Students who are medically able and willing to return to school receive their typical support and programming. Support will continue for students with special needs or are medically vulnerable who need to remain in remote learning.

Health and Safety Precautions: Physical distancing as feasible implemented with in-person instruction in classrooms, and six-feet distancing with infrequent or incidental moments of closer proximity at all other times. Face coverings are required for staff and students with noted exceptions. Temperatures will be taken for staff and students upon entering the building/loading the bus for the day, and must be **below 100.4** to enter or remain on campus. Hand washing/sanitizing takes place upon entrance of buildings, cafeteria, and at regular intervals, no less than once every hour on an hourly basis throughout the day.

Classrooms: Arrange furniture to have all students face the same direction, when possible. Students will be assigned seats. The sharing of school supplies/materials will be limited to the greatest extent possible. Hand sanitizers or soap will be available in classrooms.

Common Spaces: Access to these areas will be limited to students, staff, and essential personnel. The number of students in office spaces will be limited to maintain physical distancing. Hand sanitizing stations will be available in these areas.

Transitions: Reduce the use of lockers when feasible. Minimize students traveling between buildings and/or classrooms.

Extra and Cocurricular: Maintain an attendance roster for activities that take place. Use appropriate precautions based on the activity. Follow USD 403 District Guidelines developed from KSHSAA.

Food Services: Breakfast and lunch will be made available for students in areas assigned to maintain social distancing and reduce the movement of students.

Transportation: Normal service will be provided to eligible students. Face coverings will be required as outlined in KS Executive Order 20-59. Temperature checks will take place as students load the bus for the morning route. Temperature must be **below 100.4** to load the bus. Please stay with your student until they have been approved for boarding.

****Temperatures will not be taken without a mask.**

Tier 2: Hybrid Learning

Instruction: Students are targeted for on-site learning in stable groups in a controlled environment while also engaged in remote learning through the use of district, student-issued devices.

Students with Exceptionalities: Special education services will be provided consistent with each student's participation in hybrid learning. Individual plans are put in place for students who are immunocompromised and for families who choose to keep their students in online instruction.

Health and Safety Precautions: Physical distancing as feasible is implemented with in-person instruction in classrooms, and six-foot distancing w/ infrequent or incidental moments of closer proximity at all other times. Face coverings are required for staff and students with noted exceptions. Temperatures will be taken for staff and students upon entering the building/loading the bus for the day, and must be **below 100.4** to enter or remain on campus. Hand washing/sanitizing takes place upon entrance of buildings, cafeteria, and at regular intervals, no less than once every hour on an hourly basis throughout the day.

Classrooms: Students and staff will be scheduled for targeted, stable groups to attend on-site and will have limited access to the building. Arrange furniture to have all students face the same direction, if possible. Students will be assigned seats. The sharing of school supplies/materials will be limited to the greatest extent possible. Hand sanitizers will be available in classrooms.

Common Spaces: Students and staff targeted to attend on-site will have limited access to the building. Movement will be limited within specific areas. Students and staff will maintain social distancing of six feet. Hand sanitizing stations will be available in these areas.

Transitions: Students and staff targeted to come in will have limited transitions from one area of the building to another.

Extra and Cocurricular: All USD 403 activities and events may be canceled and/or postponed.

Food Service: Food Distribution will be provided in the safest possible manner.

Transportation: Limited Services for identified students. Face coverings will be required as outlined in KS Executive Order 20-59. Temperature checks will take place as students load the bus for the morning route. Temperature must be **below 100.4** to load the bus. Please stay with your student until they have been approved for boarding.

****Temperatures will not be taken without a mask.**

Tier 3: Remote Learning

Instruction: During Tier 3 USD 403 buildings may be closed or have limited access. All learning is conducted remotely through the use of district, student-issued devices. Students engage in school online during regular school hours and follow a standard school schedule with daily contact being made by staff via video conferencing..

Students with Exceptionalities: Teachers of students with special needs work virtually with them. .

Health and Safety Precautions: All USD 403 buildings are closed to all but essential staff. Those identified as essential staff will maintain physical distancing of six-feet w/ infrequent or incidental moments of closer proximity while performing job duties. Face coverings are required for staff with noted exceptions. Temperatures will be taken for staff upon entering the building for the day, and must be **below 100.4** to enter or remain on campus. Hand washing/sanitizing takes place upon entrance of buildings at regular intervals, no less than once every hour on an hourly basis throughout the day.

Classrooms: All USD 403 buildings are closed to all but essential staff, and all learning is conducted remotely.

Common Spaces: All USD 403 buildings are closed to all but essential staff, and all learning is conducted remotely.

Transitions: All USD 403 buildings are closed to all but essential staff, and all learning is conducted remotely.

Extra and Cocurricular: All USD 403 activities and events are canceled and/or postponed.

Food Services: Food Distribution is provided curbside.

Transportation: No services are provided.

(USD 403 Board of Education and administrators will determine essential staff.)

Covid-19 Exposure Guidelines

<u>Covid-19 Symptoms</u>	<u>14 Day Home Quarantine Guidelines</u>	<u>What is close contact?</u>
<ul style="list-style-type: none"> *Fever of 100.4 (F) or higher *Chills *Rigors *Muscle Pain or aches *Malaise *Headache *Sore Throat *Cough, shortness of breath or difficulty breathing *Loss of taste or smell 	<ul style="list-style-type: none"> *Do not leave your home unless to satisfy critical needs. *Do not attend any settings where you are unable to maintain a 6-foot distance from other people. *You may not have visitors at your home. *RCHD could monitor your condition through daily phone calls. 	<p>*Close contacts are people who have been within 6 feet of you for a period of 10 minutes or more.</p>

<u>I am having COVID-19 Symptoms</u>	<u>I have received a positive COVID-19 test</u>
<ul style="list-style-type: none"> *Parents/Students should contact their school office, employees should contact their administrator. *Contact your healthcare provider or call the Rush County Health Department *Take a COVID-19 test & follow the instructions below while awaiting tests. -Self-Isolate -If you live with others, self-isolate in a private room & use a private bathroom if possible. -Make a list of close contacts you have had from two days before you became sick until you are isolated. -Wear a mask when you enter general living areas. Interact with others as little as possible. -If you develop additional symptoms get worse, notify your healthcare provider for instructions. 	<ul style="list-style-type: none"> *Parents/Students should contact their school office, employees should contact their administrator. *Notify your close contacts and let them know they should quarantine for 14 days. This includes your family. *Self-isolate in your home until the following conditions are met: a) 10 days from the beginning of symptoms or 72 hours after fever is gone without the use of fever reducing medicine & other symptoms have significantly improved WHICHEVER IS LONGER. b) If your symptoms get worse or if you require hospitalization, notify your healthcare provider immediately & follow instructions about wearing a mask when you arrive at the facility. c) If you do not need hospitalization, continue to self-isolate at home. Quarantine for 14 days and monitor your health.

<p><u>I have been exposed to a person with COVID-19 symptoms</u></p>	<p><u>I have been exposed to a person who was exposed to a confirmed COVID-19 patient</u></p>	<p><u>I have traveled to an area with high COVID-19 cases</u></p>
<p>If you have no symptoms, no additional action is required. Continue to monitor your health.</p>	<p>If you have no symptoms, no additional action is required. Continue to monitor your health.</p>	<p>*Parents/Students should contact their school office, employees should contact their administrator. *Quarantine for 14 days & monitor your health. *If you have no symptoms, no additional action is required. Continue to monitor your health.</p>