

**PARENTS PLEASE READ THE
FOLLOWING INFORMATION!**



IMPORTANT!!!

Northeast R-IV's COVID-19 Response Plan

Introduction and Overview

Our teachers, staff & administration are very excited to see our Bearcat students at school once again! We're all a bit anxious about what this upcoming year will bring, but we feel strongly that the plan we have developed will help ease those feelings & provide a safe environment for our students & staff.

Our plan has been created based upon the recommendations by our local health department, guidance from the Center for Disease Control (CDC) & the Department of Elementary and Secondary Education. We recognize the importance of returning students to in-person instruction, as well as the importance of protecting the health and safety of our students, our staff & our community. The goal of this document is to help plan for and implement measures to reduce COVID-19 transmission in the school setting, while meeting the educational needs of all students. The safety of our students and staff is paramount and the implementation of this plan was developed by what is feasible, practical, acceptable & tailored to the needs and context of the Cairo/Jacksonville community.

This guidance pertains specifically to school settings and operations and may differ from guidance provided to the general public. The recommendations included in this document are subject to adjustment as conditions change throughout the school year.

The following topics will be outlined in this document:

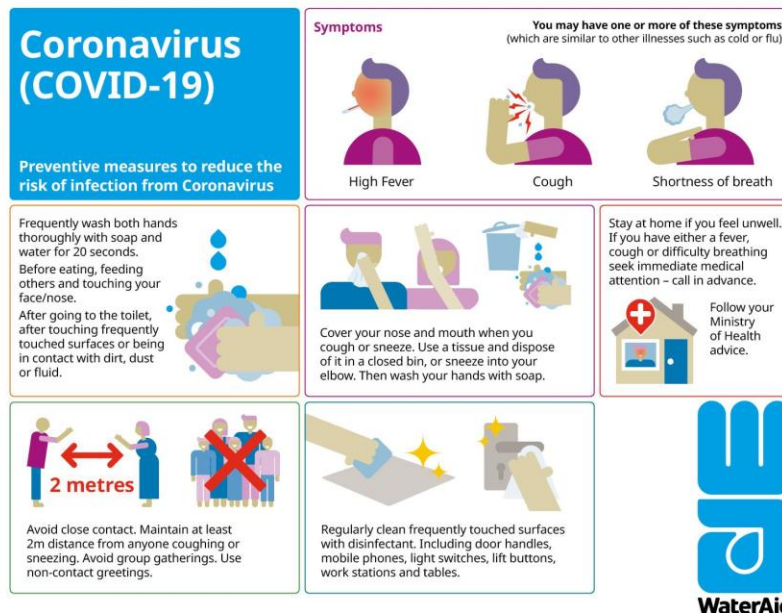
1. Practicing Prevention
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1. PRACTICING PREVENTION

Our District will teach and reinforce good hygiene measures, such as handwashing, covering coughs, etc. We will ensure that supplies are provided to ensure staff are capable of limiting the spread of germs.

- Temperature scanner- all students & staff will have their temperatures taken upon entering the building each day
- Signage posted throughout the building to educate students on good hygiene measures

- Soap, hand sanitizer, paper towels & no touch trash cans located in all bathrooms, classrooms & frequently trafficked areas
- No-touch hand sanitizing stations located throughout the building to allow easy access for staff and students
- Provide frequent hand washing breaks for students
- Encourage the use of individual water bottles for students. Middle & high school student water bottles must be clear. Water bottle filling stations have been installed throughout the building
- Rejuvenal disinfectant spray will be kept in each classroom. It will be used to sanitize classroom surfaces. Surfaces will be sprayed during transitional periods and at the end of every day



Students & staff exhibiting symptoms of COVID-19 **without other obvious explanations** are prohibited from coming to school. If they do come to school, they will be sent home immediately. These symptoms include:

- A fever or chills
 - **A staff member or student who exhibits a fever of 100.0 or more will be sent home and cannot return until fever free for 72 hours without the use of fever reducing medications.**
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

2. SOCIAL DISTANCING

To prevent the spread of COVID-19 social distancing measures will be enforced to prevent the spread of the virus. Social distancing of at least 6 feet remains one of the best preventative measures for reducing the spread of COVID-19. It is recognized that this cannot be accomplished at all times, and distancing of at least 3 feet has been shown to reduce infections. While children are unlikely to exhibit serious symptoms from COVID-19, social distancing helps prevent the spread to adults- especially those who may be at high risk.

We have described below what measures will be taken to promote a socially distant learning environment.

- Maintain a distance of 3-6 feet in classrooms, buses & in common areas, such as hallways and the cafeteria
- Decreased hallway traffic between classes for middle & high school to assist in social distancing recommendations. Transitional periods will be adjusted to limit the number of students in the hallway
- Conduct cleaning of hallways and high-touch surfaces throughout the school day.
- Designate areas of the hallway to walk to keep students separated.
- Arrange instructional spaces to provide individual students with a minimum of 3' of personal space while learning

3. STUDENT ARRIVAL AND DEPARTURE

ARRIVAL-

Students riding a school bus will unload busses in a single file line, maintaining social distance in the process. Only one bus will unload students at a time.

We strongly encourage & suggest that families bring and pick-up students to and from school, if able to do so. This will help limit the number of students on the bus each day.

Students who are driven to school by a parent will be dropped off at the commons entrance, as normal.

At this time, parents are not permitted to enter the building when dropping off their student(s) at school. Students will walk to classrooms on their own. Younger students will be escorted to their classrooms by a staff member. While we know this is not the ideal situation, it is necessary to limit the number of germs entering the school building each day and serves as another layer of protection for our staff and students.

- Students and staff will have their temperature scanned as they enter the building each day.
 - A student who exhibits a fever of 100.0 or greater will be sent home. The child will be required to stay home for a period of 72 hours fever free without the use of fever reducing medications.

- Those students who have been identified as having a fever will be sent to the nurse's office for further evaluation.
- Elementary students will report directly to classrooms upon arrival.
- After dropping off items at lockers, high school students will sit on the east side of the elementary gym & middle students on the west side with appropriate spacing
- Breakfast for elementary students will be a grab and go option. Students will eat breakfast in their classrooms. Middle & high school students wanting to eat breakfast will eat in the cafeteria and will be spaced safely apart.

DEPARTURE-

Students will load buses in a routine fashion. Students will be staggered in the hallway to limit the number of people in the hallway at one time. Bus dismissal will be announced via intercom for elementary classes.

Dismissal procedures for picking up students have changed. The following procedure will be implemented. Students will be picked up via a single file dismissal car line. This procedure will follow the same process as morning drop off. Parents will not park in the parking lot, but will form a car pick-up line. Parents will not leave their vehicles for any reason. Cones will be set up along the car pick-up line. Parents will pull up to a cone and their child will be brought to them by a staff member. Cars must stay in line and will not be permitted to pass any car in the line at any time.

High school students who drive to school will dismiss from school per normal procedures.

4. CLASSROOM SETTINGS

In classrooms, teachers and students can prevent the spread of COVID-19 by washing their hands, maximizing physical distancing, maximizing group distancing & avoiding shared objects. These recommendations work together to reduce the risk of exposure by close contact, and long-range airborne transmission.

The following modifications have been made in classrooms:

- Students will be spaced 3'-6' apart to allow for social distancing.
- Students have the option of carrying a water bottle with them to class. These can be brought from home. We also have water bottles available for sale. We have installed 7 more water bottle filling stations throughout the building for student use. Middle & high school water bottles need to be clear.
- Shared supplies have been removed. Each student will use only his/her individual supply box.
- Surfaces will be cleaned routinely to limit the transmission of germs
- Middle & high school classroom desks will be cleaned after each class is dismissed
- Masks and Face Shields are available to students per request. They are not mandatory at this time.

5. NON-CLASSROOM SETTINGS

Non-classroom settings include areas such as hallways, cafeteria, restrooms, gymnasiums, etc. Touched objects and surfaces will be cleaned more frequently throughout the school day. Disinfectant spray will be kept in each classroom.

HALLWAYS

Middle & high school students will transition from class to class on a staggered time schedule in order to decrease the amount of traffic in the hallways. Students with a last name beginning with A-K will be dismissed first followed by those with last name L-Z four minutes later. The phone system located in each classroom will have a ringtone for teachers to dismiss students. This will also be the case before & after school. A warning bell will ring at 7:52 for MS & HS students with last names A-K. They are expected to be in class by 7:56. A second warning bell will ring at 7:56 for students with last names L-Z. They are expected to be in class by 8:00. With staggering times occurring throughout the day, students will not miss any class time. At the end of the day, students A-K will be dismissed at 2:58 & students L-Z at 3:00.

CAFETERIA

In addition to the cafeteria, student classrooms or other school locations will be used as temporary lunchrooms to facilitate group distancing. Students retrieving their breakfast or lunch tray will be staggered to prevent a large number of people in the cafeteria at one time. Students will maintain social distance between individuals eating lunch together. Tables in the cafeteria will be limited to 3 students per table. Some students will eat in the cafeteria while others will eat in a classroom with a teacher supervising. This will be explained further on the first day of school. Staff members will reinforce “no sharing” of food, utensils and drinks. When receiving food, students will be served rather than a “buffet style” method.

Elementary students will only have a grab and go option for breakfast. A breakfast station will be set up by the elementary office for students to receive their grab and go bag. Elementary students will eat breakfast in their classrooms. Middle & high school students will eat breakfast in the cafeteria practicing appropriate social distancing. Food Service staff will wear gloves and masks when serving food to students.

RESTROOMS

Restrooms will be limited to 3 students at a time. Extra time between classes will be allowed if needed.

GYMNASIUMS

Middle & high school students will report to the elementary gym each morning. High school students are to sit on the east side & middle school students on the west side. There will be staff members in the gym to remind students of social distancing.

HEALTH OFFICE

To prevent the transmission of illness from health students to ill students, many non-nursing tasks will be addressed outside of the health office. Students will have access to bandaids,

lotion, tissues, and lens cleaner outside of the Nurse's office. Teachers will also have access to these supplies in their classrooms.

Students whose needs require the care of the nurse will be addressed inside the health office. Only one student will be in the office at a time to allow for proper social distancing. The office will be disinfected between students. Any student who is showing signs of illness will be provided with a mask and isolated away from other students until pick up arrangements can be made with a parent or guardian.

6. HANDWASHING AND GOOD HYGIENE MEASURES

The district plans to take extra precautions in implementing safety and cleaning procedures. We will continue to follow the Center of Disease Control's guidance to prevent the spread of the virus, which includes:

- Washing hands with soapy water for 20 seconds
- Avoid touching eyes, nose and mouth with unwashed hands.
- Avoid close contact with sick people
- Stay home when sick.
- Cough into an elbow or use a tissue and then immediately dispose of tissue.
- Frequently clean and disinfect touched objects and surfaces.

Washing hands frequently with soap and water for at least 20 seconds is a simple but effective preventative precaution. Students will be encouraged throughout the school day to wash their hands frequently. Hand sanitizer will also be made available to use frequently as well. No touch hand sanitizing stations will be set up throughout the building for staff and student use.

Students will bring and maintain their own school supplies. If in the event there are shared supplies throughout the day, those supplies will be disinfected between uses. Touched surfaces will be sanitized throughout the school day.

Students are encouraged to bring a water bottle from home. **Students in middle/high school must bring a water bottle that is clear.** Water bottle filling stations have been installed throughout the building, to allow students to refill their water bottle during the school day. Students must take their water bottles home to be cleaned each day.

7. FACE COVERINGS

Face shields and masks will be provided to those staff members and students requesting one free of charge. At this time, it is not required to wear a mask/shield while at school.

8. ATHLETICS AND SCHOOL EVENTS

Our high school student-athletes & coaches have done an outstanding job throughout this summer of using safe practices while competing on the court, on the field & in the weight room. All of the measures taken during the summer will be carried over into our fall sports seasons with likely more precautions taken. **Parent/athlete meetings will be held that are required before a student is allowed to begin practice.** More precautions & distancing expectations will be discussed at these meetings.

Fall Middle School Sports (softball & cross country)- Monday, August 3rd at 7:00

Fall High School Sports (softball, baseball, cross country, girls golf)- Sunday, August 9th at 6:00.

Locations for each will be announced

During home interscholastic competitions, student athletes & coaches from other schools will be required to have their temperatures taken upon arrival.

Throughout the duration of this pandemic, it is important to remember that the most important part of athletics & extracurricular activities is giving our students the opportunity to participate, compete & to enjoy the experience along with the life lessons it brings. We will take whatever precautions are needed in order to keep our students & coaches/sponsors safe & able to participate. With this in mind, there may be announcements at a later date placing limits on the number of spectators at ball games & events. If this occurs, we will live-stream team athletic contests & events such as concerts for everyone to view. In all cases, despite whether there are spectator limitations or not, social distancing is expected.

9. PHYSICAL EDUCATION & ELEMENTARY ELECTIVE CLASSES

ELEMENTARY

Physical education classes will take place outside, as much as weather permits. If conditions are not favorable for students to be outside, pe classes will be held in the elementary gymnasium. Students will participate in activities that allow for socially distanced practices. *While participating in any sort of PE class indoors, students **MAY** be required to wear a mask during strenuous activities.*

MIDDLE & HIGH SCHOOL

All middle & high school physical education classes will take place outside as much as weather permits. As the school year begins, 6th grade students will not be dressing out for PE. All other students in grades 7-12 participating in PE will be using multiple locker rooms to assist in social distancing. Students participating in any sort of PE class indoors (when the weather does not cooperate) may be required to wear a mask during strenuous activities. This includes the weight room.

10. RECESS AND OUTDOOR PLAY

Students will still participate in recess throughout the school day. The number of students allowed on the playground at one time will be limited to one class at a time. When the weather conditions prevent recess from being held outside, students will be allowed to have indoor recess in their classroom or the elementary gymnasium.

11. DISTRICT TRANSPORTATION

As mentioned previously, we strongly suggest that families bring and pick-up students to and from school, if able to do so. Please call the school to let us know if you are able to do so. This will greatly help to limit the number of students on the bus each day.

Families unable to do so are expected to screen student(s) each morning before boarding a school bus. We ask parents to do the following:

- Screen your student(s) of COVID-19 symptoms (previously listed in the plan)
- Require your student(s) to wash their hands upon boarding the bus
- Face masks are encouraged while riding a bus, but not required at this time

Upon boarding the bus, student(s) will do the following:

- Remain in their assigned seat so contacts are stable
- When possible, siblings will sit together
- Minimize the number of times a new passenger must walk past a student already seated
- Windows will be open when safe and weather-permitting
- Bus drivers will be provided with face masks or face shields as long as these do not impair driving
- Upon arrival to school in the morning, students will enter the building & have their temperature taken

12. HEALTH SCREENINGS FOR TEACHERS & STAFF

All Northeast R-IV teachers & staff members will undergo a health screening before returning to work in August. This screening involves the administration of a self-health assessment. Questions on the self-assessment include the new onset of symptoms not explained by another known condition. The following questions are included in this health assessment:

1. Have you experienced any of the following symptoms in the last two weeks?
 - Fever or chills
 - Staff members who have symptoms of acute respiratory illness are recommended to notify their supervisor and stay home until they are free of fever (100.0° F or greater using an oral thermometer)
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches

- Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
2. Are you ill, or caring for someone who is ill?
- Staff members who are well but who have a sick family member at home with COVID-19 should notify their supervisor immediately.
 - If a staff member is confirmed to have COVID-19, he/she should inform fellow staff members of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA).

13. SCHOOL RESPONSE FOR SICKNESS

When someone is identified with any COVID-19 symptoms listed in this plan, but have not been tested, the following are school requirements:

- Send any staff member home immediately. If it is a student, isolate the student and provide a mask until arrangements can be made for the student to be picked up by a parent or guardian.
- Advise the individual to contact a healthcare provider if they exhibit symptoms. The healthcare provider will be able to determine whether the symptoms are a result of COVID-19 infection or if they are other health issues.
- **If a staff member or student is sent home with these symptoms he/she may return to school after obtaining a note from a physician or negative test results are provided to the school nurse. If this documentation is not provided the student may return to school after exhibiting no symptoms for 10 days.**
- Follow the guidance of the local health department regarding contact tracing, classroom or school closure, notification of community, sanitizing protocol, etc. if a case of COVID-19 is identified within the school.

14. SCHOOL RESPONSE TO POSITIVE COVID-19 CASE

- The health department will notify the school if a student or staff member has tested positive.
- We also ask families to notify the office if they suspect or confirm COVID.
- The school will work with the health department to determine who has been exposed. The school or health department will contact those families to inform them their child has been exposed and needs to quarantine for 10 days, or CDC current recommendations.
- When a student or staff member tests positive, alternative methods of instruction will be given. This includes instruction through Seesaw & Google Classroom learning platforms. This online instruction will count as attendance for the student if they view

the classroom instruction and complete the assignments.

- If the student is ill and can not view the lessons and complete the work, attendance will not be taken and the student can make up the work on a day they feel better.
- Chromebooks will be provided to students who need to access online instruction due to quarantine.
- At home, online instruction will be new material peers are learning in the classroom & not practice work as it was during the spring school closure. Teachers will be available to students before & after school & during their plan time.
- The classroom environments where the exposed student/staff have been will have all surfaces disinfected, as well as air disinfectant treatments. The area could remain unoccupied for 24 hours to protect staff and students. The area will be extensively cleaned to meet standards before reopening.
 - Depending on the area or multiple areas, this could lead to classrooms being closed or the entire school being closed for 24 hours or more.
 - The school will communicate entire school closures via Textcaster, school Facebook page & local radio stations.
- Students or staff testing positive for COVID-19 should follow the advice of their healthcare provider and stay home until:
 - Must be fever-free without the use of medication for 72 hours **AND**
 - They have experienced improvement of other symptoms **AND**
 - 10 days have passed since symptoms first appeared
 - A student or teacher can also return after receiving two negative results when tested 24 hours apart or when presenting a doctor's note for return to school.

15. DISTANCE/REMOTE LEARNING FOR STUDENTS

If a student tests positive for COVID-19 & is in the required 10 day quarantine, all absences are excused & teacher(s) will ensure that the necessary school work is sent home. Seesaw is a program that will be used in preschool through second grade classrooms. Google classroom will be used in third through twelfth grade classrooms. These platforms and emails are both forms of communication that students can expect from teacher(s). Teacher(s) will be available before & after school & during their plan time to assist students when needed.

16. VIRTUAL / ONLINE LEARNING OPTIONS

We are recommending that all students begin the school year with in-seat classes. If at any time, you wish to talk to an administrator or counselor about an online option, please feel free to do so. Middle & high school students choosing an online option are ineligible for any extra-curricular activities including athletics. High school students would not be eligible for vo-tech classes.

Once again we are excited about getting the 2020-21 school year started & seeing our students again. We hope this plan will help ease any anxiety as we continue to navigate through this pandemic. As the school year progresses, changes & revisions are always possible. If you have any questions, please feel free to call the school.