

Niangua R-5 School District



**School District Re-Opening
Guidelines
2020-2021**

TABLE OF CONTENTS

| | | |
|--|-----------|----------|
| Overview | 1 | |
| General | 2 | |
| Arrival | 2 | |
| Breakfast and Lunch | 4 | |
| Restroom Breaks | | 4 |
| Daily Activities | 4 | |
| Special Classes | 5 | |
| Recess | 6 | |
| Dismissal | 6 | |
| Student Illness and Health Services | 6 | |
| School Closures (if needed) | 7 | |
| Travel | 7 | |
| Custodial | 8 | |
| Facilities | 8 | |
| Transportation | 9 | |
| Crisis Response & Drills | 9 | |
| Technology | 9 | |
| Staff Members Health and Safety Precautions | 10 | |

OVERVIEW

The following guidelines will be used for students attending Niangua R-5 Schools during the 2020-2021 school year. These **measures will be updated** as new information becomes available. All decisions will be made in coordination with the Webster County Health Department and the Missouri Department of Health.

General

- The term “social distancing” or “physical distancing” will refer to no less than 6 feet of separation.
- Elementary classes do not have individual desks, but will put as much space as possible between students.
- Class sizes will be limited depending on the size of the classroom space.
- Assemblies will not be permitted.
- Visitors to the school and to the classroom will not be permitted. School will be closed to visitors aside from drop off and pick-up.
- Handwashing and infection prevention instruction will be required and taught to students.
- Students will be utilizing hand sanitizer before entering every classroom.
- Student face coverings are recommended but not required and distributed by the district but students may bring their own.
- If students must leave the classroom, teachers should log students' names and locations of visits in order to make contact tracing easier should a student/employee become ill.
- Administrators should ensure that required meetings take place in large areas where staff can spread out to social distance.

Arrival

- Upon arrival at school, students/parents might be screened using the following “Screening Protocol”:

Screening at Check-in

1. Ask the staff member or student:

Have you had any of the following symptoms (unrelated to chronic health conditions, i.e., asthma, seasonal allergies, etc.)?

Cough, shortness of breath or difficulty breathing

Or, at least two of the following symptoms:

- Fever
- Chills
- Repeated shaking with chills
- Muscle pain

- Headache
- Sore throat
- New loss of taste or smell
- Runny nose or congestion
- Other flu-like symptoms, such as Nausea/vomiting/diarrhea

If yes, send the staff member or student home with a recommendation to contact the primary care provider for COVID-19 testing.

2. Take the person's temperature

Send the staff member or student home if the temperature is greater than 100.0 degrees with recommendation to contact the primary care provider for COVID-19 testing.

With symptoms and/or temperature of 100.0 or greater,

Exclude until:

- Resolution of fever without the use of fever-reducing medications **and**
 - Improvement of symptoms, **and**
 - Written documentation of negative results confirmed by medical provider or Webster County Health Department, **or**
 - If not tested, then exclude for 14 days.
- Upon arrival to school, staff should develop cues to ensure students socially distance themselves from one another and do NOT congregate upon screening. This might be achieved by placing tape on the floor where students are expected to stand.
 - After arrival, students should report immediately to the classroom. Students should not congregate in large, open spaces (cafeteria, library, etc.)
 - Staff will monitor appropriate social distancing as students enter the designated entrances.
 - The school nurse/designee will check the temperature of each student as they enter the buildings.

Breakfast and Lunch

- Breakfast and lunch will be eaten in the classroom.
- Preschool students will be served breakfast and lunch in their classroom.
- K-5 students will be served a grab and go breakfast to take directly to their classrooms and lunch will be served to them in the classroom.
- 6-12 students will be served a grab and go breakfast to take directly to their classrooms and will be called to the cafeteria by classroom to pick up their lunch tray and return to their classroom to eat.
- Disposable trays and prepackaged utensils will be used as much as possible to limit touching.
- Elementary teachers will have a roster check off form to charge for breakfast and order lunch.
- 6-12 students will need to log on and complete a Google Form for lunch orders.
- Teachers will bag trash after each meal, tie shut, and place it in the hallway for custodians to pick up.
- Custodians will collect and remove trash as it is accumulated.
- No microwaveable food.
- Students need to be able to open all food packaging unassisted.
- Students attending in a “blended” or “virtual” capacity can take home their breakfast and lunch, if requested, for their day at home. Requests must be made in advance to give the cafeteria time to prepare.

Restroom Breaks (Morning, Midday, Afternoon)

- Restroom breaks should be scheduled by class and staggered.
- Masks are recommended, but not required at this time.
- Staff should develop cues to ensure students socially distance themselves from one another and do NOT congregate when using the restroom. This might be achieved by placing tape on the floor where students are expected to stand.
- For students who need to use the restroom outside the designated break, administrators will assign restrooms to classrooms. Each class should only allow one student out of the classroom at a time.

Daily Activities

- K-5 students will put coats/jackets in a trash bag and hang on hooks in the hallway upon arrival.
- 6-12 students will put personal belongings in lockers upon arrival.
- Three learning options:
 - “Seated” - students will attend classes on campus 100% of the time. Please, note, elementary classrooms do not have individual desks therefore six feet of social

distancing will not be possible, but students will be spaced as much as possible. Masks are recommended for transitions between classes when groups are traveling to different locations but not required at this time.

- “Blended” - students will attend classes on campus 50% of the time.
 - Must choose - Tuesday/Thursday, or Wednesday/Friday
 - Students will participate through Google Classroom.
 - Students will be responsible for all assignments.
 - Lessons will be recorded in case of internet or connectivity issues.
 - K-2 students will be issued their own Kindle Fire Pad.
 - Students in grades 3 through 12 will be issued their own Chromebook.
 - Charging cords will be kept at home and students will arrive on their seated days with their device fully charged.
 - Verizon Wireless Hotspots (Kajeet) will be checked out to families or households that do not have internet access. These devices are heavily regulated with all websites tracked and documented for administrative review. Data is limited on a daily basis. Students will be responsible for returning the device and if lost, the cost of replacing it.
- “Virtual” - students will attend classes at home 100% of the time.
 - Students will participate through Google Classroom.
 - Students will be responsible for all assignments.
 - Lessons will be recorded in case of internet or connectivity issues.
 - K-2 students will be issued their own Kindle Fire Pad.
 - Students in grades 3 through 12 will be issued their own Chromebook.
 - Charging cords will be kept at home and students will arrive on their seated days with their device fully charged.
 - Verizon Wireless Hotspots (Kajeet) will be checked out to families or households that do not have internet access. These devices are heavily regulated with all websites tracked and documented for administrative review. Data is limited on a daily basis. Students will be responsible for returning the device and if lost, the cost of replacing it.
 - If students begin to show signs of struggle under this choice, district administrators will require the student to return to the “Seated” option.
 - Teachers will be contacting students and parents with regular updates on student progress. We encourage parents and students to utilize the Parent Portal option to monitor student progress.
 - Teachers are available at any time to assist “Virtual” students. However, it may be necessary to respond during plan time or immediately after school.

Specials Classes

- Classes will NOT be combined for special classes.
- Should specialty teachers use equipment that might be shared, it is the staff member's responsibility to disinfect the equipment after each use.
- Physical education classes can be taught in the gym. Teachers are expected to plan activities that require social distancing for students and will sanitize equipment and the space in between class visits.
- Special classes could be taught in the regular classroom if needed.

Recess

- Recess times are staggered to limit one class on the playground at a time.
- All students must wash their hands (soap or hand sanitizer) before and after recess and before returning to the classroom.
- While at recess, staff should monitor for social/physical distancing.
- Playground equipment will be cleaned/sanitized routinely.

Dismissal

- Students should be dismissed directly from their classrooms by bus number.
- Parents/guardians should use the car line for student pick-up. In-person parent pick-up is not allowed to avoid parent/patron gatherings in the school lobby or in front of the school. Please, remain in your vehicles.
- Students should not congregate in large, open spaces (cafeteria, library, etc.) during dismissal.
- All teachers should assist with dismissal to ensure adequate supervision and social distancing.
- The use of phones, intercoms, or walkie-talkies will assist with the dismissal process. Administrators should plan accordingly based on the equipment available at the site.

Student Illness and Health Services

- Symptoms of COVID 19 may include: cough, shortness of breath or difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, runny nose or congestion, or other flu-like symptoms, such as nausea, vomiting, or diarrhea.
- The lack of a fever is not a reliable indicator for pre-symptomatic individuals. If other symptoms exist, students will be required to remain out of school as indicated.
- Students who are ill or experiencing COVID- related symptoms should not report to school and should notify the school.
- If students become ill once they arrive at school, students should be isolated from others and sent home immediately.

- Students will be required to remain out of school for at least fourteen (14) days following onset of symptoms, unless tested and symptom free. COVID 19 test results must be confirmed in writing by the medical provider or health department.
- Students or employees who have direct close contact (< 6 ft distance for over 15 minutes) with a COVID-19 positive patient, will need to quarantine at home for 14 days.
- Should a symptomatic student's parent/guardian refuse COVID 19 testing, the student will be excluded from school for 14 days or until the parent/guardian provides written documentation by the medical provider or health department the student is safe to return.
- The Nurse will make referrals for testing for COVID-19 based through Webster County Health Department/possible direct referral to Cox/Mercy/JVCHC.

School Closures (If needed)

- The school district will consider phasing school closures based upon city, county, and state guidelines and will consider the percentage of site population testing positive for COVID 19 relative to the environment of the school building. For example, age-level, make-up of building occupants, likelihood of exposure to employees and students in the building.
- When there is confirmation a person infected with COVID-19 was in a school building, the Nurse will contact Webster County Health Department immediately. The District will work with the Webster County Health Department to assess factors such as the likelihood of exposure to employees and students in the building, the number of cases in the community (building), and other factors that will determine when the building should close. Closure will be determined on a case by case basis depending on age level, make-up of building occupants, etc. (i.e., if 5% of population is positive close for 3 days, 4% of population is positive close for 2 days, 3% of population is positive close for 1 day).
- All other unaffected buildings will remain open.
- Families will be informed that no school is available at this time and students will access virtual content.

Travel

- When possible, students and employees should limit travel outside the region and avoid air travel and cruise ships.
- Domestic non-essential travel is discouraged.
- Students and employees who must travel outside the region or who have family members and/or roommates who travel outside the region should ensure that they practice social distancing while traveling and should avoid high risk areas.

- Students or employees who have direct close contact (< 6 ft distance for over 15 minutes) with a COVID-19 patient, will need to quarantine at home for 14 days.
- Employees should check themselves for symptoms of COVID-19 after returning from travel and to notify their supervisor and stay home if they are sick. Upon return from travel:
 - To a [low-risk destination/activity](#)
 - Return to work
 - Wear a facial covering
 - Monitor for symptoms for 14 days
 - To a [high-risk destination/activity](#)
 - Quarantine and monitor for symptoms for 14 days.

Custodial

- Custodians will be on duty during the day while students and staff are present. Evening custodians will complete normal cleaning procedures in all rooms on a daily basis and will sanitize high trafficked/touched areas.
- Intensify cleaning of commonly touched surfaces like:
 - Door knobs
 - Desks
 - Computers
 - Faucets
 - Light switches
 - Handrails
 - Toilets
 - Drinking fountains with bottle refill mechanisms
- Clean with the cleaners typically used for those cleaning surfaces. Use all cleaning products according to the directions on the label.
- Provide disposable wipes to teachers and staff so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before use.
- Provide additional hand sanitizers throughout the building if available.
- Playground equipment will be cleaned/sanitized routinely.

Facilities

- Water/drinking fountains use is only allowed for those that have a self- dispenser to fill a personal water bottle. Drinking directly out of the fountain is not recommended.
- Playground equipment will be cleaned/sanitized routinely.

Transportation

- Parents are encouraged to drop students off and pick up to reduce bus crowding and reduce numbers.
- No bus transportation for anyone living within one mile of the school to reduce bus crowding.
- The district will be checking for elevated temperatures of every student prior to boarding buses.
- Bus drivers and students riding the bus are recommended to wear protective face coverings, but will not be required.
- Buses will have hand sanitizer available on each route.
- Bus riders will use hand sanitizer upon boarding the bus.
- Students of the same family may sit two to a seat.
- Bus drivers are advised to travel with windows down as much as is possible depending upon weather conditions
- Bus drivers should seat students based on pick up order. Students picked up first should immediately move to the back of the bus.
- Once seating is established, it is advised to have a seating chart and assigned seats whether a child is riding or not.
- Busses will be staggered to get one group out of the hallways before the next group enters.
- Buses will be appropriately cleaned and disinfected on a daily basis.
- Bus drivers will be properly trained in COVID safety measures.

Crisis Response & Drills

- Intruder, fire, and storm drills should occur as normal with attention paid to social distancing. Masks recommended but not required.

Technology

- No sharing of devices. Students should arrive at school with their device fully charged.
- Staff will ensure devices are sanitized if requested by students.
- These items should be sanitized on a regular basis.
 - Keyboards and mice
 - Phones
 - Headphones
 - Printers
 - Remotes
- The use of a 60-70% alcohol solution is recommended for technology items.

Staff Members Health and Safety Precautions

- Prior to reporting to work daily, employees should self-assess their health and not report to work if they have a temperature more than 100 degrees, feel sick or have COVID-19 symptoms.
- Employee handwashing for a minimum of 20 seconds with soap and warm water is required using the following daily timeline:
 - Upon arriving at work
 - Mid-morning
 - Lunchtime
 - Mid-afternoon
- Employees should ensure appropriate distancing of at least six feet in all areas, including individual workspaces.
- Congregational areas should be arranged to facilitate and encourage appropriate social distancing and safe interpersonal interactions with minimal numbers of people in large congregational spaces.
- Face coverings are recommended but not required . The district will provide facial coverings or employees may wear their own. Facial coverings will need to be kept clean with regular cleaning after use following provided guidelines for cleaning.
- Employees may wear gloves, but instead, handwashing or use of hand sanitizer is strongly advised.