Ash Creek Elementary District #53

2020-2021 School Year
COVID-19 MITIGATION AND RE-OPENING PLAN
FOR STUDENTS, FAMILIES, AND STAFF

August 12, 2020
Ash Creek Parents, Guardians and Staff,

Our District’s COVID-19 Mitigation and School Reopening Plan for the 2020-2021 school year (“the Plan”) is based on the most recent guidance the District has from the Centers for Disease Control and Prevention (CDC), the Arizona Department of Health Services, the Arizona Department of Education and the Cochise County Health Department. The District has considered their recommendations and guidance to determine when in-person, teacher-led classroom instruction can safety be made available. The District has also incorporated input it received from staff, Governing Board members and community members, all of whom understand our District and our community’s needs.

Please read the following information carefully, and do not hesitate to contact Sue Shepard at 520-824-3340 with questions or the need for clarification.

Please note: As the District receives new information or guidance, or as required to meet new federal or state law requirements, the District may need to revise the Plan. If this occurs, we will promptly notify you of changes to the Plan.

Thank you for your continued support!

Sincerely,

Sue Shepard, Principal &

The Ash Creek Elementary School District Governing Board
RETURN TO IN PERSON, CAMPUS ALL STAFF/STUDENTS

- Prior to students returning to campus, all staff will be trained on implementation of these protocols. Training will include proper use of face coverings, PPE and supplies; cleaning and disinfecting; and other measures.

- Students will return to school in a typical fashion with extra precautions in place to ensure hygiene, distancing, and enhanced disinfecting of high-touch surfaces. Students will remain within one room of students throughout the day.

- Age-appropriate activity and physical movement will continue to be incorporated into the school day.

AT HOME / STUDENT ATTENDANCE

- Students must **not** come to school if they exhibit any of the following symptoms:
  - fever of 100.4 degrees or higher, or chills
  - shortness of breath or difficulty breathing
  - muscle aches
  - sore throat
  - headache
  - fatigue
  - congestion or runny nose
  - cough
  - vomiting
  - diarrhea
  - new loss of taste or smell
  - any other symptoms identified in the future as being COVID-19 related

- Parents will be reminded to screen their child(ren) for COVID-19 symptoms each morning, should self-report symptoms, and must keep students at home if any symptoms are present.

- **Parents must not send their child(ren) to school and must immediately notify the Superintendent if:**
  - The parent(s), student or another member of the household has tested positive for COVID-19 or are exhibiting COVID-19-related symptoms.
  - The parent(s), student or another member of the household were in close contact (within 6 feet for longer than 10 minutes) with someone who tested positive for COVID-19.
- Students will have the opportunity to make up work missed due to symptoms of COVID-19.

- Schools will not give out attendance awards for the duration of the COVID-19 health crisis.

- Parents will notify school staff of chronic illness or homebound status of their child(ren).

**SYMPTOM SCREENING**

- Daily temperature and COVID-19 screening will occur for all those accessing the campus. Anyone with a temperature of 100.4 or higher will be sent home for a minimum of 24 hours. Students will be sent home immediately if found temperature to be 100.4 or higher.

- Staff will enter through the teachers’ lounge for temperature screening and handwashing.

**BUS TRANSPORTATION**

- All buses will have clearly visible signage communicating to parents that students should not enter the school bus with any COVID-19 symptoms.

- All students and staff must wear face coverings when on a school bus unless they have been granted an exception by the District.

- A bus driver or aide, wearing appropriate face covering or PPE, will do a temperature check using a non-contact thermometer and will visually check each student prior to the student boarding the bus. If a student has a fever or exhibits visible symptoms, the following steps will be taken:

  - If the parent is at the bus stop, the student will be return to the parent.
  - If the parent is not at the bus stop, the student will be provided with a mask if they do not have one already, and—if possible—will be socially distanced from other persons. The student will be returned home as soon as possible.

- If a student has a chronic condition such as allergies or asthma, parents should inform staff of that condition. Once the parent informs staff of the condition, students with symptoms aligned with the condition (e.g., runny nose or cough, etc.) should be permitted to ride the bus.

- No food or drink is allowed on the bus.

- The bus will be loaded from back to front at bus stops, and unloaded front to back when at school (to minimize students passing by other students).
• Students will have assigned seats. To the greatest extent possible given bus capacity, students will be assigned seats with one student per row and, when possible, an empty row between students. Where students can be assigned one per row, they should sit closest to the window.

• Upon arrival of the bus to campus, all students will proceed directly to their assigned classrooms.

PARENT DROP OFF AND PICK UP

• Parents will not be permitted to wait in office for pickups.

• During drop-off or pick-up of students, parents will be required to stay in their vehicles, unless express permission from a site administrator is provided for good cause.

• A teacher, or staff member wearing appropriate face covering or PPE, will visually screen each student and take temperatures with a non-contact thermometer prior to students entering the school if they did not use District bus transportation. If a student has a fever or exhibits visible symptoms, the student will be taken to the office. Parents may be contacted for pick-up.

• Office staff will screen late arrival students before they are permitted to enter the campus.

CLASSROOM LAYOUTS

• For all grades, classroom floors will be marked with adhesive tape to indicate where individual desks/workspaces will be located.

• Desks must be positioned 6 feet apart unless that spacing is not possible due to the size of the classroom and the number of students assigned to it. If desks cannot be positioned 6 feet apart, students must wear face coverings, unless an exception has been granted.

• Masks must be worn when it is not possible to maintain 6 ft of social distancing during the activity. Teacher will alert students to when masks may be removed.

• Desks must be positioned in the same direction rather than facing each other.

• Large tables for groups of students may not be used unless this is the only option. If this is the case, students must wear face coverings or face shields, unless an exception has been granted.
• Students are not to be physically grouped to work together. Instead, teachers should use technology to facilitate group work and group learning where appropriate for the age, subject, and capabilities of the students.

• Students will be seated at least 6 ft apart unless that is not feasible.

• All desk surfaces cleared at the end of each day for cleaning signage on handwashing, sanitizing, staying home when sick, and symptoms.

CLASSROOM INSTRUCTION

• Whole group instruction will be utilized for the majority of the learning.

• Teachers and staff will utilize portable dividers/sneeze guards whenever feasible to work with individual students.

• Individual school supply boxes will be utilized in classrooms. Students should not share school supplies. However, if a school supply or piece of equipment must be shared by students (for instance, a pencil sharpener or blocks/toys), a staff member should wipe down the item with disinfectant after each use.

• In P.E. equipment and materials will be sanitized after each class period when appropriate.

• For younger grades and where possible, student belongings should be kept in individual bins or cubbies labeled with each student’s name. For other students, belongings should stay with the student each day.

• Classes, such as science labs (Ag), dance, band, PE, and others, may require alternative lesson plans to limit contact and the sharing of supplies, and to reduce the spread of respiratory droplets.

ENRICHMENT AND INTERVENTION

• Testing is to be done in a pull-out fashion and only when a plastic shield or portable divider can be placed between staff and student.

• In-person tutoring will not be provided after school but will be available as needed through Google Classrooms.

TECHNOLOGY USE

• Students must use only their devices.
• Computer disinfectant will be used at the end of each day before the device is placed in the charging cart. UV-C light will be used to sanitize all electronics.

• Zoom or Google will be used for daily announcements. Large events such as assemblies will also be conducted virtually.

**WATER IN CLASSROOMS**

• School drinking fountains will be turned off. Students may bring water bottles from home. Only teachers or staff will be permitted to refill water bottles.

**SCHOOL COUNSELING SERVICES**

• Individual student sessions will be conducted while maintaining social distancing requirements.

**CAFETERIA**

• Breakfast will be distributed upon arrival at student entrance locations for consumption in the classroom.

• Lunch will be delivered at the designated lunch times for consumption in the classroom.

• Any food allergies or restrictions need to be accompanied by a doctor’s note for the 2020-2021 school year, so staff can accommodate those needs. Parents/guardians should deliver doctors’ notes to Lisa Shiver in the District Office.

**STUDENT RESTROOMS**

• Students should enter bathrooms in groups no larger than the number of stalls/urinals in the bathroom.

• Students should be directed to maintain social distancing while in the bathroom as much as possible. Floor markings will show students where to wait.

• Posters will be displayed reminding students of proper handwashing techniques.

• Exterior doors will remain open.

**LIBRARY**

• The library will be closed as a communal space. Students will be enrolled into the Cochise County Public Library to access online reading resources.
RECESS

- Playground structures will be closed until further notice. When the structures become available, they may be used, with social distancing and sufficient time to allow for cleaning in between each class use.

- Individual classes will be assigned specific time slots for students to be taken outside for physical movement, with social distancing. Supervising staff will remind students of the need to socially distance as needed.

- Separate classrooms should not mingle during outside activity time.

- Staff should be creative in employing techniques to maintain social distancing during unstructured time.

- Teachers and students are to wash their hands following playground activities.

HANDWASHING AND SANITIZER

- Students will be trained and encouraged in proper use.

- Signage on handwashing will be posted at various sites on each campus.

- Students and staff should wash their hands with soap and water for at least 20 seconds, or use hand sanitizer with at least 60% alcohol at the following times:
  - upon arrival at school (use hand sanitizer if there is no sink in the classroom),
  - after being outside for physical activity,
  - before and after lunch,
  - prior to leaving school for home, and
  - after sneezing, coughing, or blowing nose.

- All classrooms except K-2 are equipped with hands-free sanitizer dispensers.

FACE COVERINGS

- All persons, including, but not limited to, staff, students, vendors, visitors, and volunteers, shall wear a face covering while on any District property, in any District facility, at any District event, whether indoors or outdoors, and in any District vehicle, including District busses or vehicles rented or leased by the District, unless a District authorized exemption applies.

- Face coverings should not be worn by:
  - Children under the age of two (2)
  - Anyone who has trouble breathing
- Anyone who is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.

- An individual who has difficulty breathing or who is incapable of physically removing the face covering on his/her own will not wear face coverings, and alternate methods of protection will be discussed by parents and/or staff.

- Face shields may be permitted as an alternative to face coverings in classrooms only, with the permission of the Superintendent.

- Students will be allowed breaks to remove their face covering in a safe environment when outside in playground settings with distancing.

- The Superintendent may make other exceptions to the requirement to wear a face covering while keeping in mind the health and safety of everyone involved.

- Anyone may voluntarily wear face coverings or face shields (in addition to a face covering) at any time even if not required to do so.

- Staff are not required to wear face coverings if they are alone in their classrooms, offices or other work spaces.

CLEANING AND DISINFECTION

- The District will employ recommended COVID-19 sanitizing methods and procedures.

- The District has added new touch-free sanitizer dispensers in classrooms.

- Laptops will be sanitized by UV-C light.

- Our newest tool for campus sanitization is Dispinpro Electric Disinfectant Sprayer and Electro Static Sprayer to be used in classrooms and large areas such as busses.

GATHERINGS AND ACTIVITIES

- No field trips will be scheduled until further notice. Teachers may use virtual learning opportunities (such as virtual tours of museums) to enhance students’ educational experiences.

- Traditional in-person school-wide assemblies will not be held until further notice. As an alternative, virtual school-wide assemblies may be held with student groups remaining in their classrooms.
• No in-person large-scale school events such as “Back to School Night” or fall carnivals will be scheduled until further notice, unless the events can be reconfigured to maintain social distancing and is approved by the Superintendent.

• Small-scale activities like parent-teacher conferences may take place over the phone or other electronic means.

• No in-person extracurricular activities will be scheduled until further notice unless the activity can be conducted in compliance with the protocols in this document and is approved by the Superintendent.

COMMUNICATION

• Parents must ensure that the school has current contact information, including emergency/alternative contact information, before students access the campus.

• Staff will utilize the District website and one call to disseminate current information.

• Teachers will utilize technology on at least a weekly basis to communicate with parents.

• The District Administration will provide at least weekly updates to staff and parents.

PROCEDURES FOR RETURN FROM ISOLATION

Individuals With COVID-19 with COVID-19 Symptoms

Individuals with COVID-19 who had COVID-19 symptoms may return to on-site work or school under the following conditions:

1. At least 10 days* have passed since symptom onset; **AND**
2. At least 72 hours have passed since resolution of fever without the use of fever-reducing medications; **AND**
3. Other symptoms of COVID-19 have improved.

Note: If the individual experienced a severe case of COVID-19, he/she may need to remain at home for a longer period. These individuals should consult a health care provider before returning to school or work.

Individuals With COVID-19 Who Never Developed COVID-19 Symptoms

Individuals with COVID-19 who never developed COVID-19 symptoms may return to on-site work or school 10 days after the date of their first positive COVID-19 test, so long as no new symptoms develop.
Individuals in Close Contact with a Person Who Has COVID-19

Individuals who were in close contact with a person who has COVID-19 may return to on-site work or school 14 days after the date of the individual’s last contact with the person with COVID-19 to whom the individual was exposed.