



# Humboldt-Table Rock-Steinauer Public Schools

## 2020-2021 Return to School Plan

### Message

The number one priority of HTRS is the safety and well-being of all of students and staff. Based on Directed Health Measures (DHMs) effective August 1, 2020 and after, the district will start school using the adopted calendar and operating as normal. If we are unable to start school on August 5, 2020, we will amend the adopted calendar. If at any time during the 2020-2021 school year, we move into a DHM that required adjustment, the calendar and/or school schedules will be subject to change with possibly very little notice.

### Purpose

The purpose of this guide is to provide a framework on how HTRS will respond to the COVID-19 pandemic and how it might impact education at HTRS. This guide outlines different tiers in order to allow the district to respond to changing DHMs.

### Definition of Virus Risk (These tiers or levels are assigned by SENHD by school district)

- **Low Risk (Green):** full-sized, in-person classes, activities, and events. Students are not spaced apart, share classroom materials or supplies, and mix between classes and activities
- **Moderate Risk (Yellow):** small, in-person classes, activities, and events. Groups of students stay together with the same teacher and groups don't mix as feasible. Students remain at least 6 feet apart and do no share objects
- **High Risk (Orange):** small in-person classes, activities, and events. Co-horts of students stay together with teacher traveling to classrooms. Social distancing.
- **High Risk (Red):** students and teachers engage in virtual-only classes, activities, and events through electronic format.

Green	Tier I	<ul style="list-style-type: none"> <li>● No to low risk or spread</li> </ul>	<ul style="list-style-type: none"> <li>● School is in session for all (100%) students and staff on campus in August</li> <li>● Cafeteria considerations</li> <li>● Hallway expectations</li> <li>● Bus guidelines</li> <li>● Masks &amp; social distancing</li> </ul>	<ul style="list-style-type: none"> <li>● Follow guidelines provided for reopening schools and DHMs with appropriate safety precautions.</li> <li>● Necessary to screen for temperature, symptoms, and travel before entering building.</li> <li>● PD for staff</li> </ul>
Yellow	Tier II	<ul style="list-style-type: none"> <li>● Moderate risk or spread</li> </ul>	<ul style="list-style-type: none"> <li>● Masks &amp; social distancing</li> <li>● Cafeteria considerations</li> <li>● Hallway expectations</li> <li>● Bus guidelines</li> </ul>	<ul style="list-style-type: none"> <li>● Necessary to achieve social distancing in school and on bus routes.</li> <li>● Necessary to screen for temperature, symptoms, and travel before entering building.</li> <li>● PD for staff</li> </ul>

Red	Tier III	<ul style="list-style-type: none"> <li>High or severe risk or spread</li> </ul>	<ul style="list-style-type: none"> <li>Masks &amp; social distancing</li> <li>A/B days (or alternate schedule)</li> <li>Cafeteria considerations</li> <li>Hallway expectations</li> <li>Bus guidelines</li> </ul>	<ul style="list-style-type: none"> <li>Necessary to achieve social distancing in social and on bus routes.</li> <li>Necessary to screen for temperature, symptoms, and travel before entering building.</li> <li>PD for staff</li> </ul>
Red	Tier IV	<ul style="list-style-type: none"> <li>High or severe risk or spread</li> <li>Confirmed School COVID-19 Case</li> </ul>	<ul style="list-style-type: none"> <li>Remote learning or no new concepts (short term could be extended break)</li> </ul>	<ul style="list-style-type: none"> <li>Necessary if we have extended closure of school.</li> <li>PD for staff</li> </ul>

\*\* Note that all decisions are based on administrative discretion and can be changed at any time that it becomes necessary.

\*\* Regardless of the level of risk for HTRS, any student or staff member may choose to wear a mask at any time that it is not required.

<p><b>Tier I - Green</b></p>
<ul style="list-style-type: none"> <li>Students enter through Main Entrance.</li> <li>Students exit through Main Entrance.</li> <li>Students move through hallways as normal.</li> <li>Recess as usual with hand sanitizer/hand washing upon entry to building.</li> <li>Practice frequent hand washing and sanitizing.</li> <li>Teachers wash/sanitize tables/desks during school day.</li> <li>Standard attendance policies unless a plan is developed for specific students.</li> <li>Minimal use of shared equipment and school supplies with sanitizing between use.</li> <li>Field trips may be taken at administrative discretion based on curriculum. Assemblies may be allowed with appropriate screening of the presenters.</li> <li>Regular passing periods.</li> <li>Visitors and volunteers screened when entering building.</li> <li>Parents/guardians enter only by administrative permission.</li> <li>Parents arriving to pick up students wait in vehicle or outside for student to exit building.</li> <li>Parent/guardian meetings scheduled and held in-person.</li> <li>No self-serve items in cafeteria. All items will be placed on trays by staff or prepackaged.</li> <li>Anyone entering HTRS facilities must wear a mask at all times (except PE classes, music and lunch periods) except when social distancing can be practiced. Masks will be worn in all common spaces. Masks will be provided by the district, handed out before school, collected at the end of the day, and sanitized by the district daily.</li> <li>Bus riders will be screened before getting on the bus. Paras and drivers will be trained and assigned to bus cohorts. Bus riders will enter through the Northwest entrance.</li> <li>Screening for symptoms, including temperature, while maintaining social distancing in line and upon entrance to building for all.</li> </ul>

## **Tier II - Yellow**

- Elementary students & all staff enter through Main Entrance for screening.
- Middle School & High School (grades 6-12) enter through Fitness Center Entrance for screening.
- Bus riders will be screened before getting on the bus. Paras and drivers will be trained and assigned to bus cohorts. Bus riders enter through the Northwest entrance.
- Screening for symptoms, including temperature, while maintaining social distancing in line and upon entrance to building.
- All students and staff exit school using the closest Central St. exit immediately after school. Bus riders will go out the main or Fitness Center exits.
- Visitors or volunteers in the building at administrative discretion.
- Practice frequent hand washing and sanitizing.
- Teachers wash/sanitize tables/desks during school day (guidance will be provided).
- Student remain in classroom before school.
- Recess by classroom at scheduled times.
- One-way directional movement in hallways during passing periods and before/after school.
- Parent/guardian meetings held electronically.
- Parents/guardians enter building only with administrative permission.
- Parents arriving to pick up students wait in vehicle or outside for student to exit building.
- Individualized school equipment and school supplies with sanitization between uses.
- No self-serve items in cafeteria. All items will be placed on trays by staff. Utilization of grab and go breakfast and lunch.
- Students assigned seats in cafeteria/commons/classrooms.
- Standard attendance policies unless a plan is developed for individual students.
- Masks will be worn by all students and staff at all times.

## **Tier III – Orange – A/B Schedule**

- Elementary students & all staff enter through Main Entrance for screening.
- Middle School & High School (grades 6-12) enter through Fitness Center Entrance for screening.
- Bus riders will be screened before getting on the bus. Paras and drivers will be trained and assigned to bus cohorts. Bus riders enter through the Northwest entrance.
- Screening for symptoms, including temperature, while maintaining social distancing in line and upon entrance to building.
- All students and staff exit school using the closest Central St. exit with staggered dismissal times. Bus riders will exit through main entrance or Fitness Center entrance.
- No visitors or volunteers in the building. Vendors and service personnel will be screened and kept to a minimum.
- Practice frequent hand washing and sanitizing.

- Teachers wash/sanitize tables/desks during school day.
- Recess by classroom at scheduled times.
- One-way directional movement in hallways during passing periods and before/after school.
- Parent/guardian meetings held electronically.
- Parents/guardians enter building only with administrative permission.
- Parents arriving to pick up students wait in vehicle or outside for student to exit building.
- Individualized school equipment and school supplies with sanitization between uses.
- No self-serve items in cafeteria. All items will be placed on trays by staff.
- Students assigned seats in cafeteria/commons/classrooms. Utilization of grab and go breakfast and lunch in classrooms.
- Standard attendance policies unless a plan is developed for individual students.
- PK – 5 students remain in classroom cohorts all day. Teachers will rotate between classrooms.
- 6-12 students will not utilize lockers and will proceed directly to next class period.
- Masks will be worn by all students and staff at all times.
- A/B Schedule
  - A students will attend school on Monday, Wednesday and alternate Fridays.
  - B students will attend school on Tuesday, Thursday and alternate Fridays.
  - When students are not in school they will be expected to electronically connect with their teachers.
  - Bus routes will be ran accordingly.
  - All efforts will be made to group families on the same attendance days.
- An additional alternative that may be considered is A group on Monday, Tuesday, alternate Wednesdays with B group on alternate Wednesdays, Thursday and Friday.

#### **Tier IV – Red –No School/Remote Learning**

- Students will remain at home for learning opportunities.
- Teachers will communicate daily with all students with some electronic format.
- Staff meetings will be held two times per week through Zoom.
- All students will be issued a laptop with appropriate software installed for their personal use.
- Depending on the length of time expected in this Tier, instructional content may be review or new material. It is expected that students will continue in the learning mode.

## Extra-Curricular Activities

- All HTRS extra-curricular activities will follow NSAA guidelines.
- HTRS will not travel to a school to compete if that school is in Tier III Orange or Tier IV Red or has other schools competing at the same time that are in Tier III Orange or Tier IV Red (such as speech, music, etc.)
- HTRS will not bring teams in to our school that are Tier III Orange or Tier IV Red.
- If activities are held in our building, such as ballgames
  - If we are in Tier I Green, we encourage fans to wear masks or socially distance. Temperature and appropriate screenings will be implemented when fans enter the building.
  - If we are in Tier II Yellow or Tier III Orange, immediate family only will be permitted to attend and will be required to socially distance within the family unit in the bleachers.
- No outside usage of building if the district is in Tier II Yellow, Tier III Orange, or Tier IV Red.

## Transportation

- All parents are encouraged to self-screen students prior to coming to the bus.
- Bus drivers will be trained in protocol for screening students as they get on the bus, which be utilized at all Tiers.
- Paras will be placed on each bus route and trained in protocol for screening students as they get on the bus, which will be utilized in all Tiers.
- All busses will be sanitized and cleaned between routes and at the end of each day.
- Maintain open windows to promote airflow on the bus when feasible.
- Students will be seated following social distancing guidelines in all Tiers.
- Bus drivers and paras will wear masks at all times.
- All bus students will be picked up at their homes, including the communities of Table Rock, Elk Creek, Stella, Shubert, Dawson, Verdon and Nemaha.
- If a student attempts to get on a bus and their temperature is
  - Green – students wear a mask and sit socially distanced.
  - Yellow – students wear a mask and sit socially distanced. When student arrives at school, the nurse will be contacted to monitor the student and make a recommendation.
  - Red –student will not be allowed to enter the bus. The para and/or bus driver will contact the parents before the bus leaves that stop.

## Food Service

- There will be NO open campus for lunch this school year.
- Food service staff will wear masks, gloves, hair nets and aprons.
- Tier I Green
  - No restrictions on number of students in cafeteria or social distancing. Students will eat according to scheduled times.
  - No self-serve items in cafeteria. All items will be placed on trays by staff.
  - Staff will enter student lunch ID numbers on key pad.
- Tier II Yellow – Alternate lunch schedule
  - No self-serve items in cafeteria. All items will be placed on trays by staff.
  - Utilization of grab and go breakfast and lunch.
  - Students assigned seats in cafeteria/commons/classrooms/outside.
  - Use of foam or disposable trays.
  - Staff will enter student lunch ID numbers on key pad.
- Tier III Orange – A/B Schedule
  - No self-serve items in cafeteria. All items will be placed on trays by staff.
  - Students assigned seats in cafeteria/commons/classrooms/outside.
  - Utilization of grab and go breakfast and lunch in classrooms.
  - Use of foam or disposable trays.
  - Staff will enter student lunch ID numbers on key pad.
- Tier IV Red – No school in buildings
  - Lunch will not be served.

## Custodial

- All facilities will be cleaned and sanitized daily.
- Restrooms will be sanitized between every two class periods.
- Locker rooms will be sanitized after every class period in which they are used.
- Student use of restroom and locker room facilities will be monitored closely to ensure sanitization.
- Students and staff practice frequent hand washing and sanitizing.
- 6-12 staff and/or students will sanitize desks between each class period.
- PK – 5 staff will sanitize desks between each cohort group.
- Drinking fountains will be kept to a minimal use. Use of individual bottles required. Drinking fountains will be sanitized hourly.
- Change air filters regularly.
- Ensure all soap dispensers remain full.

- Distribute hand sanitizer and sterile wipes as appropriate.
- Post signage about frequent hand washing, coughing and nose blowing.
- Follow CDC guidelines in all cleaning duties.
- Spray misting equipment has been purchased and be utilized to sanitize as needed.

## **Technology**

- All students are assigned individual devices which should not be shared between students.
- Devices will be cleaned daily by the teacher and/or students.
- Student are issued one-to-one devices grades K-12. If the district is in Tier IV Red, all students will be allowed to take their devices home with them to be able to access instruction remotely.

## **Student or Staff Contact of COVID-19**

- HTRS will contact the SENHD and follow their guidance at all times.
- HTRS will separate anyone who exhibits COVID-19 like symptoms.
- School nurse will utilize Standard and Transmission-Based Precautions when caring for sick students or staff.
- Transportation home will be furnished to the student or staff if necessary asap.
- If a student or staff member has COVID-19 symptoms, any areas where that person was will be isolated until they can be fully sanitized.
- Students or staff with confirmed COVID-19 will be required to have two negative tests before returning to school.
- All students and staff must be symptom free for 48 hours before returning to school unless otherwise directed in writing by a physician.

## **LEAP (After School Program)**

- Tier I Green
  - LEAP will be held as normal following all other HTRS guidelines.
- Tier II Yellow or Tier III Orange or Tier IV Red
  - LEAP will not be held until the district has returned to Tier I Green level.

## **Fitness Center**

- The FC will be closed to the public until further notice.

*Adopted: July 13, 2020*