Coshocton County Career Center
Common Reopening Guidelines
July 23, 2020

General Principles

- Coshocton County Career Center will implement recommended safety protocols to the highest degree possible. Deep Cleaning and disinfecting will take place during as well as after the school day. All staff members will be responsible for helping with cleaning and disinfecting their location. There will be a COVID-19 Disinfectant spray bottle and wipes in every classroom. There will also be a hand sanitizing station in each classroom. Our custodian and maintenance staff have always provided deep cleaning prior to this pandemic.

- Coshocton County Career Center will follow the orders set by Governor DeWine and the Department of Health to promote safety in each school building.

- Coshocton County Career Center recognizes the need for consistency in areas of operations while recognizing that individual differences in classroom sizes, Career Tech Programs, and building operations may lead to some inconsistencies.

- Coshocton County Career Center will open for staff August 17th. The week of August 17-21 will be Professional Development opportunities for staff to prepare for the 20-21 school year. Students will start Monday, August 24th.

- Coshocton County Career Center staff will conduct a wellness check prior to attending work. Staff with temperature over 100 degrees Fahrenheit or COVID-19 symptoms must stay home.

- Coshocton County Career Center---Parent/Guardian expectation is that they will conduct a wellness check prior to sending a student to school. Students with temperature over 100 degrees Fahrenheit or COVID-19 symptoms must stay home.

- Coshocton County Career Center will be transparent with all stakeholders that some level of risk will always be present when children and school district employees occupy school district facilities.

- Parents/Guardians have the ultimate decisions of sending their child to school or choosing remote learning for academic classes.

- Career-Tech education is a hands-on education. We have built great labs in our building to give students the chance to experience their career field. Students must be able to practice and do what they learn. Students must participate by attending in-person labs to gain the necessary skills to complete their program.
Communications/COVID-19

- When a student/staff member has been diagnosed with a COVID 19 positive case, persons that were exposed by the positive case will be contacted by the Health Department, not the school district.
- Coshocton County Career Center will cooperate with the Health Department’s work in social tracing.
- The Health Department will determine the length of the isolation and quarantine periods necessary for each of the affected persons.

  - **Student health issues that are NOT diagnosed as COVID 19**
    - The duration of home stay for a child sent home with a fever is fever free (without medication for 72 hours (three full days) AND improvement of all other symptoms
    - Temperatures will be taken upon return.
    - To return to school the child must be transported to school by the parent and must be checked by school personnel.

  - **Students/Staff who become ill at schools**
    - Students/Staff who show symptoms of a possible COVID-19 case which includes temperature will be placed in a separate room with a face covering/mask, supervised by school staff until they are transported home.

Classroom

- Student desks will be disinfected between every class change.
- Students will be required to sanitize or wash their hands entering the classroom.
- Students will be required to sit in their assigned seat every single day.
- Employees/students will be wearing face coverings/masks.

Educational Learning Considerations

**Level 1 and Level 2 (Ohio COVID-19 Risk Level Guidelines)**

We will be providing **Face to Face** instruction for all attending students beginning on August 24, five days a week.

- We will utilize all space available to educate our students in our buildings.
- Three to six feet social distancing in the classroom.

Coshocton County Career Center will provide **Remote Learning** for any student who does not attend face to face instruction in our buildings.

- Remote Learning students will receive their instruction online and receive support from a licensed teacher.
We will utilize Google Classroom for an online platform and will provide paper lessons for those who do not have internet capability.

Students will have daily contact with teachers through Google Meet or other electronic means.

Students will be graded on the accuracy of their lessons.

Student attendance will be based on completion of daily lessons or Google Meet/Teacher interactions.

**Level 3 (Ohio COVID-19 Risk Level Guidelines)**

We will go to a *Modified school* schedules if ordered by Governor DeWine and/or if we are in Level 3 for COVID-19 Risk Guidelines for the Public which will include:

- All academics and related career-tech instruction will be done remotely through Google Classroom.
- Career-Tech Programs will be broken into two groups. Group A will be Seniors and Group B will be Juniors and Level 1 Seniors.
- Group A (Seniors)
  Seniors will attend in-person lab all day on Monday, Tuesday and every other Wednesday. On every other Wednesday, Seniors will be in Career-Tech Lab half day and half day in-person academics. On Thursday and Friday Seniors will do online academics and related Career-Tech instruction remotely.
- Group B (Juniors and Level 1 Seniors)
  Juniors and Level 1 Seniors will attend in-person lab all day Thursday, Friday, and every other Wednesday. On every other Wednesday Juniors and Level 1 Seniors will be in Career-Tech Lab half day and half day in-person academics.
- On Monday and Tuesday, Juniors and Level 1 Seniors will do online academics and related Career-Tech instruction remotely.
- Due to class size of some Career-Tech programs, further modifications to in-person lab instruction may be required. CSI Program and other programs may attend each day based on IEP and parent/guardian permission.

**Level 4 (Ohio COVID-19 Risk Level Guidelines)**

We will be fully prepared to return to remote learning for all students if we are ordered by the Governor DeWine and/or Level 4 for COVID-19 Risk Guidelines for the Public.

- We will utilize google classroom for an online platform and will provide paper lessons for those who do not have internet capability.
- Students will be graded on the accuracy of their lessons.
- Student attendance will be based on completion of lessons or Google Meet/Teacher interaction.
We will work with parents/guardians of students completing paper and pencil lessons to return them to school buildings.

**Face Coverings/Mask**
- School Employees will be required to wear face covering/mask unless it is unsafe to do so.
- All students riding a bus will need to wear a face covering/mask.
- All students will need to have a face covering/mask on person.
- Students will be required to wear a face covering/mask entering the building, moving from class to class, going to the cafeteria, restroom, recess, etc. and leaving the building (any transitions) unless they are unable to do so for health or developmental reasons.
- Students will need to have a medical exemption for face coverings/masks.
- We are in consultation with the Health Department on face covering/mask wearing in the classroom.

**Food Service**
- Coshocton County Career Center will offer food service at the Career Center.
- Students will pick up their breakfast in the cafeteria and eat in their 1st period classroom.
- Student lunches may be eaten in the classroom or socially distanced cafeteria.

**School Visitors/Volunteers**
- We are asking Parents/Guardians to limit visits to schools as much as possible.
- Conduct a wellness check prior to coming to a school building and do not come if you are running a fever higher than 100 degrees Fahrenheit or COVID-19 symptoms.
- You will be required to wear a mask if entering the building.
- We will ask you to use an outside intercom and may ask you to remain outside or inside the vestibule to retrieve your child or receive information.
- We will ask that you maintain physical distance guidelines.
- If you are able, please call ahead before arrival to the school building or district office.
- We will limit volunteers into the building. All volunteers will need approval by the Superintendent.

**Student Journey**
- Parents/Guardians will need to conduct a wellness check including temperature and COVID-19 symptoms checks prior to placing their child on the bus, walking to school or arriving at school by vehicle.
● All students riding the bus will be required to wear a face covering/mask.
● Students are required to wear face covering/mask entering and leaving the building as well as any transitions outside the classroom.
● We are in consultation with the Health Department on face covering/mask wearing in the classroom.
● Students will pick up their breakfast once arriving at school and take it directly to their homeroom/1\(^{st}\) period class.
● Students will go directly to their homeroom/1\(^{st}\) period class once they arrive at their building.
● Students will be required to sit in their assigned seat every single day in the classroom, bus and eating location.
● There will be no field trips at this time.

_Coshocton County Career Center’s Reopening Guidelines is a fluid and living document and subject to change at any time. This document has met approval by the Coshocton County Health Department. We will use our website and app to update any amendment(s) to this document._