

**Owen Valley Middle School Re-Entry Plan
2020-2021 School Year**

Dear OVMS Families and Staff,

We hope you have enjoyed your summer and are excited about returning to school. We cannot wait to see our students back in the building. Our top priority will be the health and safety of all individuals in our building. As you would expect, our school policies and procedures will look a little different for the beginning of school. We wish to do everything within our power to minimize health risk at OVMS. Should we have any cases, you should be aware that the Owen County Health Department will do contact tracing. Please carefully read this letter, as it will answer many of your questions regarding how OVMS will operate for the start of the 2020-2021 school year. Should you have any further questions or concerns, please don't hesitate to contact the office. Re-Entry guidelines are subject to change as guidance from the state, our local health department, and our local school board receives updated information. The following guidelines were developed based on the [SOCS re-entry plan](#).

Masks:

- After consultation with the Owen County Health Department, Spencer-Owen Community Schools will follow the latest guidance from the Indiana Department of Education and other state agencies regarding masks.
 - Effective July 27, 2020, mask use in schools is required for:
 - Students in grades 3 -12
 - Faculty and staff
 - Volunteers and anyone else in schools.
 - When riding a bus (including pre-kindergarten through 2nd grade students)
 - During co-curricular and extra-curricular activities, with exceptions for strenuous physical activity.
 - The following people are exempt from wearing a face covering but are strongly encouraged to do so if practicable and without undue risk, or alternatively, are strongly encouraged to wear a face shield:
 - children who are over the age of two (2) years and under the age of eight (8) years unless otherwise required by a directive in the Executive Order;
 - any person with a medical condition, mental health condition or disability which prevents wearing a face covering;
 - any person who is deaf or hard of hearing, or communicating with a person who is deaf or hard of hearing, where the ability to see the mouth is essential for communication;

- any person for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines;
- Individuals will be allowed to not wear a facial covering during the following situations:
 - When separation from another individual is 6 feet or greater.
 - During recess if social distancing can be maintained.
 - When eating or drinking.
- All masks must meet school dress code requirements. Violations will be handled in a similar manner.
- Through arrangements with the Governor's Office, Spencer-Owen Community Schools anticipates being able to provide all students and employees with at least one cloth mask during the 2020-21 school year. However, students and staff should plan to provide their own mask throughout the year. Hardship situations should be addressed with the appropriate school staff.
- All forms of bullying and/or harassment associated with masks will not be tolerated. Each teacher's classroom rules and/or procedures will prohibit bullying and/or harassment.

Water Fountains:

- Fountains at each school will be turned off and not accessible. Students and staff will be strongly encouraged to bring their own water bottle to school on a daily basis. A touchless water bottle filling station is upstairs and downstairs and can be accessed to fill up water bottles.

AM Arrival:

- Bus Riders
 - Students will be assigned specific seats on the bus to assist with potential contact tracing as required by the Owen County Health Department.
 - Students will be required to wear a face mask on the bus.
 - Upon arrival at OVMS, buses will unload one at a time.
 - Students will be reminded to use proper social distancing when entering the building.
 - Students will report to the gym or the cafeteria for breakfast.
- Individual drop off
 - Students being dropped off by personal vehicles need to do that on the front curb. Students will report to the gym bleachers for social distancing.
 - When the 7:55 bell rings, those students that eat breakfast can go to the cafeteria.
- Breakfast

- Students will be reminded to maintain a safe social distance and asked to sit at every other seat.
- Cafeteria will have proper procedures in place for distributing a grab-and-go breakfast.
- Gym
 - Students will be reminded to maintain a safe social distance by sitting at designated bleacher seats. Two numbered spaces will be put between seats and every other row will be used to encourage spacing.

Classroom:

- Students will be assigned specific seats in the classroom to assist with potential contact tracing as required by the Owen County Health Department.
- At the end of each class period, student desks will be sanitized prior to the next group entering.
- At the end of the day, each student will use hand sanitizer prior to leaving the classroom. Students will be dismissed from class one at a time from the room based on when their desk is clean. When their desk has been sanitized, they will be dismissed for the bus or individual pick up.

Chromebooks:

- Each classroom will have access to chromebook sanitizer. All students will have their own individual chromebooks which they should not share with others.
- At the beginning of school on Monday and at the end of school on Friday, all chromebooks will be sanitized.
- All students will be given cases for their chromebooks to help protect them.

Restroom:

- Students will be encouraged to use the restroom to wash hands properly.
- In addition, throughout the day there will be increased opportunities for hand sanitizing.
- The number of students in the restroom at one time will be monitored to avoid overcrowding.

Hallway:

- Students will be reminded to keep a safe social distance from one another.
- Students will walk on the right hand side of the hallway.
- Carpet tape will be used to separate travel in hallways.
- Individual students traveling to another location will follow these same procedures, only when necessary and with permission from a staff member.

Lunch:

- The cafeteria will have approved procedures in place for distributing lunch including food being pre-packaged.
- Students will be reminded to maintain a safe social distance and asked to sit at every other seat.
- Students will be allowed to have free time in the gym or other designated areas after they finish eating.
- Students will be reminded to maintain safe social distance, all equipment will be properly sanitized, and students will be asked to sanitize before returning to class.
- In the class period prior to going to lunch, students will use hand sanitizer.

Nurse's Office:

- Staff will contact the clinic, as needed, with basic First Aid requests (ice packs, etc.). Teachers will also have a supply of Band-aids within their classroom.

PM Dismissal:

- At the end of the day, each student will use hand sanitizer prior to leaving the classroom. Students will be dismissed from class one at a time from the room based on when their desk is clean. When their desk has been sanitized, they will be dismissed one by one (to limit hallway numbers) for the bus or individual pick up.
- Bus Riders: Students will be assigned specific seats on the bus to assist with potential contact tracing as required by the Owen County Health Department.

Visitors:

- Only visitors and volunteers who have scheduled an appointment will be allowed to enter the school. Please call and schedule an appointment should you need to visit a school.

Field Trips:

- At this time, field trips are not permitted. This could change in the coming weeks/months. If we do determine to allow field trips, these trips will be evaluated and approved by the teacher, principal, district nurse (who may consult the OC Health Department), and curriculum director.