
Lawrence County Schools

Safe Return to In-person Instruction and Continuity of Services Plan
2021-2022



Kentucky Public Health

Prevent. Promote. Protect.

LAWRENCE COUNTY HEALTH DEPARTMENT

**THIS DOCUMENT IS THE REVISED VERSION OF THE 2020-2021 DOCUMENT USED IN
REOPENING SCHOOLS**

Version: July 19, 2021

INTRODUCTION

ON JUNE 11, 2021, THE KENTUCKY DEPARTMENT OF EDUCATION (KDE) RESCINDED ITS COVID-19 GUIDANCE DOCUMENT THAT OUTLINED SAFETY EXPECTATIONS FOR KENTUCKY SCHOOLS, WHICH MEANS MEASURES SUCH AS SOCIAL DISTANCING AND USING CLOTH FACE COVERINGS ARE NO LONGER MANDATED. AS WE MOVE FORWARD, WE REALIZE THAT THE GOVERNOR, THE CENTERS FOR DISEASE CONTROL (CDC), AND/OR KDE MAY CHANGE REQUIREMENTS. WITH THIS IN MIND, HERE ARE THE CURRENT PLANS FOR LAWRENCE COUNTY SCHOOLS AS WE PREPARE FOR THE FIRST DAY WITH STUDENTS IN AUGUST:

- **SOCIAL DISTANCING WILL BE ENCOURAGED BUT NOT REQUIRED.**
- **STUDENTS AND STAFF MEMBERS HAVE THE OPTION OF WEARING MASKS, BUT IT IS NOT REQUIRED. WE CAN PROVIDE A MASK FOR ANY STUDENT THAT WISHES TO WEAR ONE, BUT AGAIN, IT IS NOT REQUIRED..WITH ONE EXCEPTION:**

THE KENTUCKY DEPARTMENT FOR PUBLIC HEALTH PROVIDED GUIDANCE ON JULY 15, 2021, THAT STATES DISTRICT ADMINISTRATION MUST "REQUIRE MASKS ON PUBLIC TRANSPORTATION, INCLUDING BUSES OPERATED BY PUBLIC AND PRIVATE SCHOOL SYSTEMS, FOR ALL PERSONS TWO YEARS OF AGE OR OLDER UNLESS OTHERWISE EXEMPTED, IN ACCORDANCE WITH CDC'S PUBLIC HEALTH ORDER. OPERATORS OF SCHOOL BUSES SHOULD REFER TO THE U.S. DEPARTMENT OF EDUCATION'S COVID-19 HANDBOOK FOR ADDITIONAL GUIDANCE. A DRIVER DOES NOT NEED TO WEAR A MASK IF THEY ARE THE ONLY PERSON ON THE BUS."

- **PARENTS/GUARDIANS SHOULD SCREEN THEIR STUDENTS DAILY TO DETERMINE IF HE/SHE HAS ANY COVID-19 RELATED SYMPTOMS. IF SYMPTOMS EXIST, PARENTS/GUARDIANS ARE ENCOURAGED TO HAVE THEIR CHILD SEEN BY A HEALTH CARE PROVIDER.**
- **IF A STUDENT OR STAFF MEMBER TESTS POSITIVE FOR COVID-19, HE/SHE SHOULD FOLLOW THE DIRECTIONS OF A HEALTH CARE PROVIDER OR A HEALTH DEPARTMENT OFFICIAL AS IT RELATES TO STAYING AT HOME AND CONTACTING OTHERS. PLEASE HAVE THE HEALTH CARE PROVIDER TO GIVE WRITTEN DIRECTIONS FOR SCHOOL EXCUSE PURPOSES.**
- **HEIGHTENED SANITATION PROCEDURES WILL CONTINUE. THE LAWRENCE COUNTY BOARD OF EDUCATION WILL CONTINUE CONTRACTING WITH OUTSIDE CLEANING SERVICE PROVIDERS TO ENSURE WE ARE SANITIZING ALL BUILDINGS DAILY. ALSO, WE ARE UTILIZING CLEANING TOOLS AND PRODUCTS THAT ARE SPECIFICALLY DESIGNED TO LIMIT THE SPREAD OF COVID-19 AND OTHER COMMUNICABLE DISEASES. TOUCHLESS HAND SANITIZING STATIONS ARE INSTALLED IN ALL CLASSROOMS AND IN COMMON AREAS TO PROMOTE PERSONAL HYGIENE.**
- **THUS FAR, THE LAWRENCE COUNTY BOARD OF EDUCATION HAS BUDGETED \$500,000 IN HVAC UPGRADES AND WILL CONTINUE TO INVEST MORE FEDERAL RELIEF FUNDS FOR THE SAME PURPOSE.**
- **WE WILL CONTINUE OUR PARTNERSHIP WITH THE LAWRENCE COUNTY HEALTH DEPARTMENT FOR RECOMMENDATIONS, IF HEALTH-RELATED ISSUES ARISE.**

FINALLY, WHILE WE ENCOURAGE EACH ELIGIBLE STUDENT AND STAFF MEMBER TO RECEIVE A COVID-19 VACCINATION, IT IS NOT REQUIRED. IF YOU ARE INTERESTED, THE LAWRENCE COUNTY HEALTH DEPARTMENT AND OTHER HEALTH-RELATED BUSINESSES CONTINUE TO PROVIDE VACCINATIONS FOR ALL INDIVIDUALS THAT ARE 12 YEARS OF AGE AND OLDER.

FOR MORE INFORMATION, PLEASE REVIEW THE FOLLOWING.

CHECKLISTS

<u>COVID-19 Education</u>			
	<u>Yes</u>	<u>No</u>	<u>Follow Up</u>
REMAINING UP TO DATE:			
District/School leadership will meet as needed to review/stay up-to-date on COVID-19 guidance and information provided by the CDC and KDE. Information will be distributed as available and meetings will occur, at least, monthly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
POINT OF CONTACT			
The building principal will serve as the POC that answers to the District level administration. ALL CONTACT with local and state health authorities should be directed to Dr. Robbie Fletcher or Mr. Thomas Burns.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PERSONS RESPONSIBLE FOR ADDRESSING CONCERNS			
Each school will have an administrator (principal, assistant principal, guidance counselor) or manager/director/officer (transportation manager, food service director, finance officer, maintenance manager) that will be responsible for receiving COVID concerns of <u>employees</u> for which he/she is responsible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Each school will have a secretary or school nurse that will be responsible for receiving COVID concerns of <u>parents/guardians/community members</u> for the school.			
TRAINING			
Each School will conduct a training for teachers and students on common preventative measures (on opening day) for COVID-19 prevention including: <ul style="list-style-type: none"> ● Washing hands with soap for at least 20 seconds ● Avoiding touching eyes, nose, and mouth ● Covering coughs and sneezes with tissues and throwing away tissues ● Avoiding contact with others when sick 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
POSTER(S) OF HEALTHY PRACTICES			
The District/School will display/displayed COVID-19 prevention posters in prominent places around the school building including in the cafeteria,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<p>bathrooms, and classrooms.</p> <p>Each school will post the following posters, in color, in prominent places: (YOU MAY SELECT A POSTER THAT IS MORE "AGE APPROPRIATE" WITH THE SCHOOL HEALTH COORDINATOR, MRS. TAMMY BORDERS, APPROVAL;</p> <p>Don't Feel Well? Tell An Adult If You Feel Sick https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/COVID19-dont-feel-well-summer-camp.pdf</p> <p>Wash Your Hands (Instructional) https://www.cdc.gov/handwashing/pdf/wash-your-hands-poster-english-508.pdf</p> <p><u>Either of the Following Based on Age Appropriateness</u></p> <p>Stop the Spread of Germs That Can Make You and Others Sick https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread_poster.pdf</p> <p>Slow The Spread of COVID-19 https://www.cdc.gov/coronavirus/2019-ncov/downloads/Young_Mitigation_recommendations_and_resources_toolkit_03_HS.pdf</p>			
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<u>Prevention Measures and Accompanying Policies</u>			
<u>Environmental Cleaning and Disinfection</u>	Yes	No	Follow Up
<p>Survey supply vendors, including cleaning supply, office supply, and food vendors to determine when supply chain and delivery systems will be partially or fully operational; provide vendors with supply needs.</p> <p>Most purchases of this manner occur at the District-Level. In the event that special supplies are needed at the school level...</p> <p>People Responsible (District Level):</p> <ul style="list-style-type: none"> ● Mr. Thomas Burns, Director of District-Wide Programs ● Mrs. Cindy Hay, Food Service Director ● Mr. Gary Colvin, Maintenance Manager 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<ul style="list-style-type: none"> • Mr. Rick Blackburn, Transportation Manager • Mrs. Tiffany Brooks, Purchasing Clerk • Mrs. Brandi Vanhoose, Chief Finance Officer 			
<p>The District/School will ensure adequate supplies to support healthy hygiene behaviors for transit operators, employees, and passengers in stations, including soap, hand sanitizer with at least 60 percent alcohol, tissues, and no-touch trash cans.</p> <p>Most purchases of this manner occur at the District-Level. In the event that special supplies are needed at the school level...</p> <p>People Responsible (District Level):</p> <ul style="list-style-type: none"> • Mr. Thomas Burns, Director of District-Wide Programs • Mrs. Cindy Hay, Food Service Director • Mr. Gary Colvin, Maintenance Manager • Mr. Rick Blackburn, Transportation Manager • Mrs. Tiffany Brooks, Purchasing Clerk • Mrs. Brandi Vanhoose, Chief Finance Officer 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has placed disinfectant wipes (<i>or substitute disinfecting supply</i>) around the school for students and teachers to use, including in classrooms, computer labs, and bathrooms. <i>District administration will purchase appropriate supplies. School administration will be responsible for distribution</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has adequately equipped maintenance and cleaning staff with personal protective equipment including gloves and gowns that are appropriate for the cleaning products used.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has educated custodial/maintenance staff to recognize the symptoms of COVID-19 in case they become exposed to the virus themselves.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has conducted training on the hazards of cleaning chemicals, as required by OSHA.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has trained cleaning staff to immediately remove gloves after contact with ill persons or contaminated surfaces.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has acquired proper cleaning liquids for disinfection of surfaces. The District/School should purchase EPA-approved emerging viral pathogen cleaning products. Use products that meet EPA's criteria for use against SARS-CoV-2 and that are appropriate for the surface. Train staff on proper cleaning procedures to ensure safe and correct application of disinfectants.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has a process for cleaning surfaces at least once a day, including desks, doorknobs, and cafeteria tables, light switches, faucets, and bathroom counters. Bathrooms are stocked with soap and paper towels</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The District/School has a cleaning schedule that is updated daily. <ul style="list-style-type: none"> A cleaning schedule for custodial engineers and building managers to disinfect bathrooms, cafeteria and common area door knobs on a regular basis. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The District/School has taken steps to ensure that all water systems and features (for example, drinking fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The District/School has a process for cleaning dirty linens, cloth items and clothing. When doing laundry, cleaning staff should not shake the linens as that might help disperse viruses in the air.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Lawrence County Board of Education has allocated over \$500,000 in air quality upgrades and nearly \$1 million dollars in bus upgrades (for space and air quality systems).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<u>Prevention Policies</u>	Yes	No	Follow Up
Hand sanitizing stations have been installed in each classroom and in common areas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visitors should not move past the front office without consent of the building principal, assistant principal, or guidance counselor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
We will continue to place hand gel near sign-in station(s).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School sports competitions will only be allowed in accordance with KHSAA guidelines. Other co-curricular competitions will only be allowed in accordance with the governing body of that co-curricular competition. The District reserves the right to deny any trip based on COVID-19 infection rates of the destination or origin of visiting competitors.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All Perfect Attendance awards/programs will remain suspended for 2021-2022	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The District/School has established procedures to ensure that students and staff who become sick during school hours are sent home as soon as possible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<p>The District/School has established procedures to keep sick students and staff separate from well students and staff until they can be sent home.</p> <p>Students and/or staff members that have the following symptoms should remain home:</p> <ul style="list-style-type: none"> ● Fever or feeling feverish (e.g., chills, sweating) ● New cough ● Difficulty breathing ● Sore throat ● Muscle aches or body aches ● Vomiting or diarrhea ● New loss of taste or smell 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The District has supplied masks, gloves, and gowns for individuals that have to interact with sick students and staff.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has cross trained staff members to cover for colleagues in case of illness. This should be done for all critical functions.</p> <p>The district will be posting jobs for 10 “full-time” substitute teachers to aid in covering for teachers in the event of emergency and/or illness. The district also has posted 2 “full-time” substitute bus drivers.</p> <p>School Administration will need to train staff members for the process of covering for colleagues during Opening Day or Professional Development.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

School Closures			
<u>School Closure Preparation</u>	<u>Yes</u>	<u>No</u>	<u>Follow Up</u>
The District/School will confer with local health authorities, to determine when a school closure may be necessary.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has developed continuity plans to continue educational services for students.</p> <p>The school district will utilize non-traditional instruction days in the event school closure becomes necessary. LC Schools have been approved for 10 NTI days for 2021-2022</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has ensured that all students, regardless of resources available, can access continuity plans for educational services at home.</p> <p>All students will have access, through the internet, to our curriculum. Students without the internet will have alternate plans. We have expanded our 1-to-1 program and provide internet services for those that want to sign up.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The District/School will continue social services for students, in the event of closure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The District/School will inform students, staff, and parents of a closure, including details about when the closure will be in effect, access to essential services during the closure, and plans for re-evaluation of the closure decision.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Our communication plan includes the use of the Aptegey program. All school closure information is provided by Superintendent Fletcher through Twitter, Facebook, District Website, District App, Text Messaging, and an audio phone message.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Superintendent Fletcher will inform Health Department Director Debbie Miller if school closure occurs, for any health-related reason.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Crisis Planning

	Yes	No	Follow up
<p>The District/School has a plan/procedure for communicating with students, families, and the broader community before, during, and after an emergency. Communication policy should be cognizant of varying levels of access to technology that family members may have.</p> <p>Our communication plan includes the use of the Apptegy program. All school closure information is provided by Superintendent Fletcher through Twitter, Facebook, District Website, District App, Text Messaging, and an audio phone message.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has a plan/procedure for immediate cleaning and disinfecting impacted areas (e.g., classrooms, labs, library, cafeteria, washrooms, study areas, pathways, etc.) in the event a learner, faculty or staff tests positive for COVID-19,</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The Superintendent will handle the media and will provide strategic communications to the press.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has a grievance policy in place for students to report harassment related to COVID-19 stereotypes.</p> <p>All initial complaints should be reported to the teacher or other staff member closest to the student. Students may also contact building administration.</p> <p>If issues are not resolved, then the parents/guardians of the potential victim may utilize Board Administrative Procedures:</p> <ul style="list-style-type: none"> ● Grievance Initiation Form (Students) AP 09.4281 AP.2 ● Harassment/Discrimination Reporting Form 09.42811 AP.2 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>The District/School has a plan/procedure for contracting counselors for mental health support post-emergency.</p> <p>All students have access to school guidance counselors. All students also have access to in-house counselors from two agencies:</p> <ul style="list-style-type: none"> ● Pathways ● Mountain Comprehensive Care 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Adapted Checklist for the Custodians (District Responsibility)

Lawrence County Cleaning Checklist

Outdoor areas:	
● Playground equipment (routine cleaning only – the CDC currently recommends against disinfecting these surfaces.)	<input type="checkbox"/>
○ Swings	<input type="checkbox"/>
○ Climbing structures	<input type="checkbox"/>
○ Ladders	<input type="checkbox"/>
○ Toys	<input type="checkbox"/>
● Tables	<input type="checkbox"/>
● Benches and chairs	<input type="checkbox"/>
● Doorbells, buzzers, and intercom buttons	<input type="checkbox"/>
● Door handles	<input type="checkbox"/>
● Railings	<input type="checkbox"/>
Throughout the school:	
● Light switches and switch plates	<input type="checkbox"/>
● HVAC vents HVAC filters, if applicable, otherwise replace them regularly, and switch to filters with a higher MERV rating if possible. (Higher MERV ratings equate to more particle filtration.)	<input type="checkbox"/>
In the halls:	
● Door handles	<input type="checkbox"/>
● Handrails	<input type="checkbox"/>

• Water fountains	<input type="checkbox"/>
• Carpets	<input type="checkbox"/>
• Elevator buttons	<input type="checkbox"/>
<u>In the classroom and offices:</u>	
• Desktops and in-desk storage	<input type="checkbox"/>
• Seats	<input type="checkbox"/>
• Classroom books	<input type="checkbox"/>
• Class equipment (microscopes, globes, pencil sharpeners, etc.)	<input type="checkbox"/>
• Administrative equipment (copier buttons, fax machines, etc.)	<input type="checkbox"/>
• Storage spaces (cubes, coat racks, etc.)	<input type="checkbox"/>
• Floors	<input type="checkbox"/>
• Door, closet, and cupboard handles	<input type="checkbox"/>
• Telephones	<input type="checkbox"/>
• Touchscreens	<input type="checkbox"/>
• Keyboards (These are difficult to clean. Ideally, use a keyboard cover that is easy to remove and disinfect.)	<input type="checkbox"/>
• Waste and recycling bins	<input type="checkbox"/>
• Public Address systems	<input type="checkbox"/>
• Shared binders (late sign in, sign out, etc.)	<input type="checkbox"/>
<u>Cafeteria:</u>	
• Tables	<input type="checkbox"/>
• Chairs	<input type="checkbox"/>
• Handrails	<input type="checkbox"/>
• Countertops	<input type="checkbox"/>
• Touchscreens	<input type="checkbox"/>

● Napkin dispensers	<input type="checkbox"/>
● Vending machine buttons	<input type="checkbox"/>
● Microwave handles and buttons	<input type="checkbox"/>
● Refrigerator and freezer door handles	<input type="checkbox"/>
● Waste and recycling bins	<input type="checkbox"/>
<u>Restrooms:</u>	
● Doorknobs and handles	<input type="checkbox"/>
● Faucet handles	<input type="checkbox"/>
● Paper towel dispenser handles	<input type="checkbox"/>
● Hand dryer buttons	<input type="checkbox"/>
● Soap dispenser buttons	<input type="checkbox"/>
● Toilet paper dispensers	<input type="checkbox"/>
● Sanitary napkin dispensers	<input type="checkbox"/>
● Toilet flush handles	<input type="checkbox"/>
● Toilet doors, door handles, and locks	<input type="checkbox"/>
<u>Athletic facilities:</u>	
● Locker rooms	<input type="checkbox"/>
1. Locker handles	<input type="checkbox"/>
2. Benches	<input type="checkbox"/>
3. Door handles	<input type="checkbox"/>
● Wrestling mats	<input type="checkbox"/>
● Shared sports equipment (balls, shotputs, etc.)	<input type="checkbox"/>
● Pool equipment (flotation devices)	<input type="checkbox"/>
<u>Auditoriums and Gyms:</u>	
● Seats	<input type="checkbox"/>

• Benches	<input type="checkbox"/>
• Scoreboard buttons	<input type="checkbox"/>

RESOURCES

- [Signs and Symptoms Webpage\(link is external\)](#)
- [Face Cloth Coverings Webpage\(link is external\)](#)
- [Poster Webpage\(link is external\)](#)
- [How to Protect Yourself and Others\(link is external\)](#)
- [Handwashing Posters\(link is external\)](#)
- [Signs and Symptoms Poster\(link is external\)](#)
- [Stop the Spread of Disease Poster](#)