

USD 210 - Hugoton Public Schools



"In the Nest"

Purpose: provide high quality learning opportunities in a flexible, safe, and healthy environment.

Phase 1

All Staff and Students In Building

Teaching and learning takes place in school buildings with no health changes or accommodations outside of normal cleaning.

Building open for 100% capacity.

In Person

In Person

All Staff and Students In Building

Teaching and learning takes place in school buildings with basic health changes and accommodations to provide for a safe learning environment.

Building open for 100% capacity.

Phase 2

Phase 3

All Staff and Students In Building

Teaching and learning takes place in school buildings with extensive health changes and accommodations in order to provide for a safe learning environment.

Building open for 100% capacity.

In Person

** Per KS HB 2134, students may move to Phase 4 or Phase 5 for a maximum of 40 hours without local board exemption.*

Hybrid

Learning In School and At Home

Students will learn in the building either Monday/Tuesday or Thursday/Friday. The building will be deep cleaned on Wednesday. Days when students are not in the building, they will do remote learning from home.

Building open for 50% capacity.

Phase 4

Phase 5

Learning Done At Home

Students will receive instruction and complete coursework while at home. Time spent on coursework at home will be the same as if they were at school. Daily logs will be required to show time spent learning.

No students allowed in buildings.

Remote

**As determined by administration, mitigation strategies in any area may be added systematically until reaching the next phase.*



PHASE 1

ALL STUDENTS
LEARNING TAKES PLACE IN THE BUILDING



TRANSPORTATION

- Students will be transported as normal.
- Assigned seats at driver discretion
- **Per Federal Mandate**, masks are required by passengers and drivers on all district provided transportation.



FOOD SERVICE

- Lunch rooms will operate with no capacity limits.
- Students will serve themselves (age appropriate).
- Regular food service preparation.



PERSONAL PROTECTIVE EQUIPMENT (PPE)

- No personal protective equipment required in school buildings. Students and/or staff who wish to wear a mask or other PPE are welcome to, but it is at the discretion of each individual.



HEALTH AND HYGIENE:

- Typical hand washing protocols are encouraged.
- Hand sanitizer available for use at student discretion.



CLASSROOM/INSTRUCTION

- Classroom arrangement and seating at teacher discretion.
- Cooperative learning encouraged.



EXTRA AND CO-CURRICULAR

- All co-curricular activities will occur as scheduled.
- Extra-curricular activities will follow KSHSAA guidelines.
- No limitations.



CLEANING

- Regular cleaning protocols implemented.
- Classrooms cleaned routinely by custodial staff.

**As determined by administration, mitigation strategies in any area may be added systematically until reaching Phase 2.*

PHASE 2

ALL STUDENTS
LEARNING TAKES PLACE IN THE BUILDING WITH BASIC HEALTH/SAFETY
ACCOMMODATIONS



TRANSPORTATION

- Assigned seats for all district transportation.
- Hand sanitizer will be used before and after any district provided trip.
- Masks mandatory for each driver and passenger.
- Windows will be open (weather permitting).
- Buses sanitized after each route.



FOOD SERVICE

- Lunch periods may be adjusted in each building by administration.
- Students sit in stable (non-changing) groups.
- Students will be spaced out per KDHE/CDC/Local recommendations.
- Reduced meal options available.



PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Face mask encouraged for all staff and students.



HEALTH AND HYGIENE:

- Temperature checks of staff and/or student will be conducted as dictated by symptoms
- Students encouraged to bring water bottles instead of drinking from water fountain.
- Hand washing/sanitizer each hour.



CLASSROOM/INSTRUCTION

- Students will sit in assigned seats.
- Stable work groups will be utilized (non-changing).
- Minimize and/or sanitize shared supplies as needed.



EXTRA AND CO-CURRICULAR

- Extra-curricular activities will follow KSHSAA guidelines.
- Remote viewing options for spectators when available.
- Choir/Band classes will socially distance in larger classrooms/outdoors as determined by administration.



CLEANING

- Classrooms and high traffic areas will be cleaned multiple times a day.
- Classrooms/locker rooms will be disinfected and sanitized each night.
- Additional cleaning supplies provided in each room to allow frequent cleaning.

PHASE 3

ALL STUDENTS

LEARNING TAKES PLACE IN THE BUILDING WITH EXTENSIVE HEALTH/SAFETY ACCOMMODATIONS



TRANSPORTATION

- Assigned seats for all district transportation.
- Hand sanitizer will be used before and after any district provided trip.
- Masks mandatory for each driver and passenger.
- Windows will be open (weather permitting).
- Buses sanitized after each route.



FOOD SERVICE

- Lunch periods may be adjusted in each building by administration.
- Students sit in stable (non-changing) groups.
- Additional locations for lunch will be utilized (classrooms, gyms, empty rooms, etc.)
- Prepackaged plastic silverware will be used.
- Reduced meal options available.



PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Face mask **REQUIRED** for all staff and students (unless exempt).
- Frequent mask breaks will be utilized.



HEALTH AND HYGIENE:

- Temperature checks of staff and/or student will be conducted as dictated by symptoms
- Water fountains turned off. Bottle fillers only.
- Hand washing/sanitizer each hour.
- Desks will be wiped down before and after each class period.



CLASSROOM/INSTRUCTION

- Students will sit in assigned seats.
- All students seated facing front. No groups.
- Students socially distanced in classrooms. No large assemblies/groupings.
- Independent work only.



EXTRA AND CO-CURRICULAR

- Extra-curricular activities will follow KSHSAA guidelines.
- Spectator protocols may be dictated at administrative/BOE discretion.
- Remote viewing opportunities when available.
- Choir/Band in small group only.
- Outdoor recess used when possible. If indoor recess is needed, classroom only.



CLEANING

- Classrooms and high traffic areas will be cleaned multiple times a day.
- Classrooms/locker rooms will be disinfected and sanitized each night.
- Additional cleaning supplies provided in each room to allow frequent cleaning.

PHASE 4

INSTRUCTION AT SCHOOL AND AT HOME

STUDENTS WILL RECEIVE IN-PERSON LEARNING 2 DAYS A WEEK, AND REMOTE INSTRUCTION 3 DAYS A WEEK.



TRANSPORTATION

- Assigned seats for all district transportation.
- Hand sanitizer will be used before and after any district provided trip.
- Masks mandatory for each driver and passenger.
- Windows will be open (weather permitting).
- Buses sanitized after each route.



FOOD SERVICE

- Split lunch periods at ECDC and Hugoton High School.
- Students sit in stable (non-changing) groups.
- Additional locations for lunch will be utilized (classrooms, gyms, empty rooms, etc.)
- Prepackaged plastic silverware will be used.
- Reduced meal options available.



PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Face mask **REQUIRED** for all staff and students (unless exempt).
- Frequent mask breaks will be utilized.



HEALTH AND HYGIENE

- Staff temperature check before entering the building
- Temperature checks for each student before entering the building and after lunch.
- Assigned student entry points into each building.
- Water fountains turned off. Bottle fillers only.
- Hand washing/sanitizer each hour.
- Desks will be wiped down before and after each class period.



CLASSROOM/INSTRUCTION

- Students will sit in assigned seats.
- All students seated facing front. No groups.
- Students socially distanced in classrooms. No large assemblies/groupings.
- Independent work only.
- All extra/non-essential furniture removed from each classroom.
- Daily logs will be completed for days when learning is done remote (at home).



EXTRA AND CO-CURRICULAR

- Extra-curricular activities will follow KSHSAA and local health department guidelines.
- Limited spectator attendance.
- Remote viewing opportunities when available.
- Choir/Band in small group only.
- Indoor recess in classroom only. Use outdoor recess when possible.



CLEANING

- Classrooms and high traffic areas will be cleaned multiple times a day.
- Classrooms/locker rooms will be disinfected and sanitized each night.
- Additional cleaning supplies provided in each room to allow frequent cleaning.

PHASE 5

REMOTE LEARNING

STUDENTS WILL RECEIVE INSTRUCTION REMOTELY (AT HOME)



TRANSPORTATION

- Transportation will not be provided.



FOOD SERVICE (PENDING FEDERAL APPROVAL)

- Meal pick-up times will be established from 11:00 am - 1:00 pm.
- Drive through meal pick-up locations at Hugoton Elementary and Hugoton High School.



PERSONAL PROTECTIVE EQUIPMENT (PPE)

- No PPE required as students are not in the building.



HEALTH AND HYGIENE

- Families are encouraged to abide by local/KDHE/CDC recommendations.



CLASSROOM/INSTRUCTION

- Instruction will be provided remotely.
- Teachers will make contact with each student daily.
- Grading and assessments will still occur.
- Teachers will be at school to provide instruction.



EXTRA AND CO-CURRICULAR

- No extra-curricular activities will occur.
- Co-curricular classes will meet remotely or allow for demonstration of skills for credit.



CLEANING

- All classrooms and buildings will be cleaned/disinfected/sanitized in anticipation of moving back to in-person learning.

General Information

Travel - related exclusion

- If a student or employee has recently traveled from a location on the KDHE Travel- related Quarantine List, the student or employee is subject to a mandatory 10-day quarantine starting from the day after they return to Kansas.
- Students in quarantine will move to remote learning until their quarantine is complete and they are cleared to resume learning per district identified learning phase.

Defining a case of Covid-19 Disease and the Infectious Period

- A person is considered a case of COVID-19 disease if they have tested positive for the SaRS-CoV-2 virus by a diagnostic test (PCR or antigen). Currently, a case is considered infectious two days prior to the onset of symptoms through at least 10 days after the onset of symptoms. For cases that do not have symptoms, the infectious period is considered as two days prior to the date the sample was collected through a minimum of 10 days from the date the sample was collected. Cases must remain in isolation until they have met the criteria for release from isolation set by KDHE or the local health department

If there is a confirmed case of COVID-19 in the school building

- The school will contact the health department immediately.
- The school will work with the health department to identify all individuals who have been in contact (within 3 feet for 10 minutes or more) with the infected person.
- The school may block off a portion of the building, or close down completely, for a period of time to allow for cleaning.
- Staff or students who have been exposed will not be allowed in the building for 10 days (or as recommended by local health officials) as they will need to be in quarantine.
- These protocols are subject to change based on updated CDC and KDHE guidelines.

What is a close contact?

- A person is considered a close contact of a case if they were within 3 feet of the case for 10 minutes or more (cumulative). Close contacts must remain in quarantine until they have met the criteria for release from quarantine set by KDHE or the local health department
- Close contact tracing goes back to individuals who meet the time (10 minutes) and distance (3 feet) criteria 48 hours prior to the onset of symptoms of the covid positive case.

Returning to School After and Exclusion

- Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of KDHE or the local health department. Current guidelines are:

Untested

- Persons who have not received a test proving or disproving the presence of SaRS CoV-2, the virus that causes COVID-19, but experience symptoms may return if the following conditions are met:
- Ten (10) calendar days have passed since symptoms first appeared AND
- Fever free for 72 hours without the use of fever reducing medicine and other symptoms have improved (for example, when cough or shortness of breath have improved).
- Whichever criteria is longer. Meaning, a minimum of 10 days.

Tested and awaiting Results

- Persons who are suspected of having COVID-19 disease and are awaiting test results should be isolated at home until test results are received.

Negative Test Result

- People who have not been identified as a close contact to a COVID-19 case and have not travelled from a location on the KDHE Travel-related Quarantine List may return to work/school.

Returning to School After a Positive Test Result

- Symptomatic cases may return: 10 days after the onset of symptoms, AND they have been fever free for 72 hours without the use of fever reducing medicine, whichever is longer.
- Asymptomatic (no symptoms shown) cases may return to school : 10 days after the COVID test as administered AND if symptoms have not developed during the 10 days since the COVID test. If symptoms develop during those 10 days, the individual will need to start their 10 day isolation again, using the date of symptom onset as their first day of isolation.
- These protocols are subject to change based on updated CDC and KDHE guidelines.

Symptoms of Covid-19 and Exclusion from School

Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms MAY have COVID-19, but not necessarily. Students and employees exhibiting symptoms of COVID-19 without other obvious explanations are prohibited from coming to school. If they do, they will be sent home immediately.

- fever or chills
- cough
- shortness of breath or difficulty breathing
- fatigue
- muscle or body aches
- headache
- new loss of taste or smell
- sore throat
- congestion or runny nose
- nausea or vomiting
- diarrhea

If any of these warning signs of COVID-19 appear, seek emergency medical attention immediately.

- trouble breathing
- persistent pain in chest or chest pressure
- new, unexplained confusion
- inability to wake up or to stay awake
- bluish lips or face

Definition of a Mask or Other Face Covering

For purposes of the USD 210 "In the Nest" plan, a mask or face covering will be defined as:

a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is simply wrapped around the lower face. A mask or other face covering can be made of a variety of synthetic and natural fabrics, including cotton, silk, or linen. Ideally, a mask or other face covering has two or more layers. A mask or other face covering may be factory-made, sewn by hand, or can be improvised from household items such as scarfs, bandanas, t-shirts, sweatshirts, or towels.

How to Wash Cloth Face Coverings

Cloth face masks and face coverings should be washed after each use. After removing your mask correctly, washing or sanitizing your hands is encouraged.

How to Clean:

Washing Machine -

- You can include your face covering with your regular laundry.
- Use regular laundry detergent and the warmest appropriate water setting for the cloth used to make the face covering.

Washing by Hand -

- Prepare a bleach solution by mixing:
5 tablespoons (1/3rd cup) household bleach per gallon of room temperature water or
4 teaspoons household bleach per quart of room temperature water
- Check the label to see if your bleach is intended for disinfection. Some bleach products, such as those designed for safe use on colored clothing, may not be suitable for disinfection. Ensure the bleach product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser.
- Soak the face covering in the bleach solution for 5 minutes.
- Rinse thoroughly with cool or room temperature water.

Use the highest heat setting on your dryer and leave until completely dry.

Temperature and Symptom Screening

- Staff members should make a visual inspection of every student for signs of illness.
- Parents should make a visual inspection of their child before sending them to school. If a student exhibits symptoms or is running a fever, parents should not send their child to school.
- Students whose temperature is 100.4 or higher will be sent home.

Personal Protective Equipment (PPE)

- Some employees may be required to wear PPE when directed to do so by the school's protocol or the employee's supervisor.
- In addition, people who are coughing or sneezing due to reasons other than potential COVID-19 infections (allergies, etc.) may be asked to wear a cloth face covering, a mask or other PPE while on school property to minimize dissemination of bodily fluids and may be asked to leave.
- In Phase 2, students are recommended to wear masks/face coverings.
- In Phase 3 and Phase 4, ALL students will be REQUIRED to wear a mask, unless exempted.

Exemptions From Wearing a Mask

When individuals are required to wear a mask, per the USD 210 "In the Nest" plan, they will be required to wear a mask or other face covering at all times except as described below:

- while eating;
- while working in a room that is closed to visitors, or in which 3 foot social distancing can be maintained;
- while engaged in an activity during which it is unsafe or impossible to wear a mask or other face covering;
- children who are NOT STUDENTS and are 5 years of age or under. Children who are 2 years of age or under should not wear a face covering because of the risk of suffocation;
- persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. (The district may require a signed note from a medical doctor.);
- persons who are deaf or hard of hearing, or when communicating with a person who is deaf or hard of hearing;
- while taking approved mask breaks;
- during outdoor recess;

Mask Breaks

When masks are required, frequent mask breaks are encouraged. **Unless otherwise specified by administration, local/state/federal health guidelines, or executive order,** masks will not be required when students are outside, or when they have the ability to socially distance (be at least 6 feet away from another individual).

Extra Curricular Activities

Students in Quarantine/Isolation -

- They will not be able to participate in any extra curricular activities as long as they are mandated to be in quarantine or isolation.
- Once they have been cleared to leave quarantine or isolation, and are able to return to school, they will be allowed to continue participating in extra curricular activities.

No extra-curricular activities will occur in the district, if the USD 210 Board of Education decides to move system into Phase 5. Once the district moves out of Phase 5, activities may resume.

Movement Between Phases

- It is the goal of USD 210's Board of Education, to operate in the least restrictive model of education as dictated by the health and safety of our staff and students.
- At anytime, the Superintendent and/or the Board of Education reserve the right to move to a different phase of instruction in an effort to provide the safest and healthiest environment for our staff and students.
- As soon as it is determined that the school district will need to be moved into a different phase, it will be communicated with families via the USD 210 Webpage, USD 210 Facebook page, and through the USD 210 app and messaging system.
- Metrics used to move between phases will be determined by the Superintendent and the Board of Education, with guidance from local health officials.

COVID-19 Vaccinations

- USD 210 does not require COVID-19 vaccinations for staff or students.
- To help protect vulnerable staff and students, individuals who are able, are encouraged to get vaccinated against COVID-19.
- Individuals who would like a COVID-19 vaccination, should contact the Stevens County Health Department or visit with their primary care physician.

Visitors to the Building (During School Hours)

In Phase 2, visitors will be allowed in the building, but must check into the office and :

- get a temperature check;
- pass a COVID-19 screener

In Phase 3 & 4, visitors will be allowed in the building, but must check into the office and :

- get a temperature check;
- wear a mask at all times;
- pass a COVID-19 screener

Parental Choice for Remote Learning

Due to changes made by the Kansas Legislature in the 2021 legislative session, **USD 210 will no longer provide opportunities for students or families to choose remote learning.** Middle and high school students who do not feel a return to in person learning is in the best interest of their health should enroll in the Virtual Learning School provided by the Hugoton Learning Academy.

COVID-19 Testing

- USD 210 does not provide COVID-19 testing for staff or students.
- Individuals exhibiting symptoms of COVID-19 should , should contact the Stevens County Health Department or visit with their primary care physician.

Special Education Services

- USD 210 and the High Plains Educational Service Center will continue to provide ALL special education services to student during the pandemic.
- Individualized Education Plans will reflect necessary agreed upon health accommodations for SPED students.
- These plans will be determined in consultation and agreement with individual parents and guardians of SPED students.

Quarantine Exemption - Vaccination

- Per KDHE, students and/or staff who are considered close contacts of a covid positive student at school do not have to quarantine if they have been vaccinated.