



Ready to Achieve 2021-2022 For Employees

Our schools and district leaders have been working on detailed plans for reopening schools and providing educational services this fall using the Louisiana Department of Education's Guidelines updated on August 11, 2021. Lincoln Parish School Board will work diligently to help our students and employees remain as safe as possible throughout this pandemic. Together, we are Ready to Achieve in Lincoln Parish.

School Facilities

- School facilities have received a thorough cleaning in preparation of the return of teachers and students.
- High traffic areas and high touch areas in classrooms and facilities will be cleaned minimally twice during each school day.
- Crowds will be minimized at entryways.
- Water fountains may only be used to fill water bottles or cups.
- An isolation area will be designated at each school site for students who are ill.
- Each school will be assigned a school nurse.
- Contact tracing will continue. The school nurse is responsible for students, and LB is responsible for employees. LB should be informed of each employee's quarantine or positive results.
- Field Trips (STEM only) may be available later in the fall.
- Open Houses and Prep Days – Masks are required.
- Athletic events - Masks are required for indoor events.

School Buses

- Masks are required for all students and adults while traveling on a school bus. This includes traveling to and from school, athletic events, etc.
- All students must be wearing masks when getting on the bus and keep them on until they exit the bus.
- School buses will be disinfected regularly and scheduled cleaning protocols will be in place.
- Seating charts will be maintained by bus operators to aid in contact tracing as needed.
- Windows will remain down unless it presents as a safety or health hazard.

Meals

- Food Service protocols may vary by school and grade level based on school context.
- Cafeteria tables will be used with students sitting in their static groups or sitting on the same side of the table.
- Breakfast options will include a grab-and-go meal OR a hot meal, and all meals are free to students.
- All schools are encouraged to have parents submit online or printed forms for Free and Reduced Meals. This should be done as soon as possible for qualifying pandemic funding for families.
- Water fountains in the cafeteria may only be used to fill water bottles or cups.

Students

- Instruction will be in-person unless a student meets the criteria for temporary homebound services. For more information on homebound services or to request an application, you may contact Lisa Bastion, at 318-255-1430 or by email at lbastion@lincolnschools.org. (Medical documentation is required.)
- Masks are required for all students in grades K-12.
- Students will be required to wash their hands and sanitize often during the day.
- Social distancing to the greatest extent possible is recommended.
- No masks are recommended when students are outside.
- Mask breaks are recommended throughout the day at the teacher's discretion.
- Students should bring a water bottle with water to drink during the day. Water fountains will be open to refill students' water bottles. However, students may not drink from the spout.
- Students will be responsible for missed work when absent, quarantined due from exposure, or isolating due to being positive, and should access their teachers' Google Classrooms for information.

Employees

- All employees are required to wear masks when indoors. However, while providing instruction, teachers may remove masks to speak as long as they are 6 feet away from others. The mask should immediately be put on when moving about the room. Masks are not required outdoors but social distancing is recommended.
- Employees will be required to upload current vaccination information into Frontline prior to the first day of school or ASAP after receiving the vaccination. This information will remain confidential and used for contact tracing purposes.
- Employees will be required to wash their hands and sanitize often during the day.
- Employees are responsible for assisting with sanitizing classrooms and high-touch areas throughout the day (minimum 2x).
- Social distancing to the greatest extent possible is recommended (preferably 6 feet).
- Teachers are required to update Google Classroom weekly to assist students who are absent with staying caught up.
- Frontline should be updated to reflect leave. Documentation is required on the 6th consecutive absence.
- No pandemic days are being awarded to employees for 2021-2022 unless legislation is approved.
- Telework is not an option at this time.

Visitors on School Campuses

- All visitors will wear masks while on campus, and only essential visitors should be permitted on campus. Essential visitors are defined as being on campus to conduct observations, interventions, in-district special education services, in-district mental health consultations, etc.
- Unfortunately, visitors are not permitted on campus to eat lunch, volunteer, etc. at this time.

When to Stay Home

- Employees who are ill should stay home regardless of symptoms. *
- All covid-19 symptoms should be monitored closely.*
- Fever of 100.4 requires employees to stay home or be picked up from school.*
- Unvaccinated employees must quarantine at home if they are exposed to Covid-19. *
- * represents principal should be informed

Quarantine Requirements for Employees

- Employees who are considered a close contact to a positive Covid-19 case will be required to quarantine at home for 10 days unless one of the following occurs:
- An employee will be exempt from quarantine if he/she has tested positive within last 90 days
- An employee will be exempt from quarantine if he/she is fully vaccinated
- Employee may return on day 8 of quarantine if not symptomatic and a negative test is received on days 5-7.
- A close contact is defined as a person who is within 6 feet of an infected for a total of 15 minutes within a 24 hour period, someone providing care at home to someone with Covid-19, someone in direct physical contact with the infected person, someone who has shared eating or drinking utensils with an infected person, or someone who has been sneezed or coughed on by an infected person.
- An exception of a close contact in an indoor classroom is when (1) both individuals are engaged in consistent and correct use of well-fitted face masks and (2) school prevention strategies (correct use of mask, physical distancing, increased ventilation) are in place.

Isolation for Employees with Positive Covid-19 Test

- Employees who test positive for Covid-19 or those who are symptomatic and choose not to test will be required to isolate at home for 10 days from the onset of symptoms and may return after the 10 days if free of fever for 24 hours and symptoms have improved.

Revised: August 24, 2021