



Pocola Public Schools

COVID-19 PROTOCOL FOR POCOLA SCHOOLS

DAILY SCREENING

1. Parents screening using a provided checklist; if parents send their child to school, they are certified healthy. PPS will temperature check before students enter the classroom. 2. Staff will also be screened; there will be a temperature check for the staff in the office of every building. Checklist attached: At Home Checklist for Students and Faculty/Staff Communication checklist to parents attached

(*Elementary- Temperature of students will be taken at front entry prior to admittance. Students who arrive by bus will be screened in the bus unloading area.)

2. AT SCHOOL PROCEDURES Isolation Room: Any student or staff member who exhibits a fever of 100 degrees will be instantly isolated in a predetermined isolation room and immediately sent home. After being sent home, the student or staff member cannot return to school until one of the following criteria is met: Without COVID testing, the student or staff member must not be present at school for 10 days. After a negative COVID test, the student or staff member can return to physical school after 3 days of being fever free with no fever reducing medication. The student will become a distance learner at home until he/she can return to school. The student will be counted as present because digital learning will be provided. The student will be entered into a Google form accessible only to necessary school personnel.

3. POSITIVE CASE – ELEMENTARY CAMPUS

1. Consult with the county Health Department to notify of COVID case.
2. Communicate to staff (sample email/letter attached)
3. Communicate to applicable parents depending on classroom arrangement (letters attached)
4. Thoroughly sanitize classroom
5. If the attendance of campus learners at the site and/or district where the positive case occurs reaches a 30% absenteeism rate, the site and/or district (dependent on school size and structure) will go to distance learning for 14 days. The count starts on the first day of distance learning.
6. Grab and Go meals will be provided starting on Day 1 of distance learning. Delivery schedule will be dictated by the district's Child Nutrition capabilities.

Home of The Indians

POSITIVE CASE – SECONDARY LEVEL CAMPUS

1. Consult with the county Health Department to notify of a case.
2. Communicate to staff (sample email/letter attached)
3. Communicate to parents at site about positive case (letter attached)
4. County health departments will decide which students will have to be quarantined and go to distance learning dependent on exposure level as determined by the county health officials.
5. If the attendance at the site and/or district where the positive case occurs reaches a 30% absenteeism rate, the site and/or district (dependent on school size and structure) will go to distance learning for 14 days. The count starts on the first day of distance learning.
6. Grab and Go meals will be provided starting on Day 1 of distance learning. Delivery schedule will be dictated by the Child Nutrition capabilities.

REQUIREMENTS FOR ALL ELEMENTARY AND SECONDARY TEACHERS

1. Maximize classroom space (remove reading nooks, center areas, etc.)
2. One directional seating (for all classrooms that don't have round tables)
3. Seating charts (required by all teachers for all classes)

BUS TRANSPORTATION

1. Recommend alternate transportation if possible for all bus riders.
2. Maximize air flow.
3. Seating chart required.
4. Additional bus routes (district decision) Letter to parents about alternate transportation attached

Response to COVID-19 Scenarios

1

Scenario

A student or staff member exhibits a temperature of 100 degrees or above (whether at school or at home)

Action

Student/staff must be sent, or remain, at home until one of the following conditions is met:

With a negative COVID test, he/she can return to school after being 3 days fever free with no fever reducing medication.

If not tested, the student/staff must remain at home for 10 days.

Site remains open.

Communication

No communication needed

2

Scenario

A student or staff member tests positive for COVID-19

Action

Health Department will be notified and conduct contact tracing

If the student/staff is in the elementary grade range, all individual class members will quarantine and go to distance learning for 14 days from last exposure and monitor any symptoms.

All other grade level actions will be dependent on contact tracing and decisions by the Health Department.

If at any time with the report of a positive case the absenteeism rate at a site/district reaches 35%, the site/district (dependent on size and school structure) will go to distance learning for 14 days.

Communication

To:

Applicable Staff

Applicable student families

Site, if necessary

District, if necessary

Date

Dear Parents,

The safety of your child and our staff is of utmost importance as we return to school. During the school year, we are asking you to daily check your child for signs of COVID-19. Below is a checklist of statements you may use as a reference. If your child exhibits any of the following signs, indicating by answering yes to the questions below, please keep them at home. This checklist must be used separately for each child attending school from your household.

- _____ 1. Does your child have a temperature of 100 degrees or more today?
- _____ 2. Does your child have a sore throat?
- _____ 3. Does your child have a cough?
- _____ 4. Does your child have a loss of smell or taste?
- _____ 5. Does your child have shortness of breath?
- _____ 6. Does your child have close contact with a positive COVID case?

By sending your student(s) to school, you agree the answer to each of the statements above is "No."

Thank you,

School Principal

NAME:

Signature

ANY FACULTY/STAFF MEMBER ANSWERING YES TO ANY QUESTION OR RECORDING A TEMPERATURE OF 100 OR ABOVE MUST STAY AT HOME.

[illegible]

Letter to Parents Regarding Transportation/Bus

Dear Parents,

As we begin the new school year, we are working diligently to provide a safe learning environment for our students. We know that many of our students currently ride the bus to and from school each day. We will continue to provide this option. However, we do encourage anyone that has the ability to transport their own students, please do so. We are working on plans to decrease the numbers of students on a bus to assist with the possibility of exposure to the coronavirus.

Students that do ride the bus will be required to sit in their "assigned" seat each day. We will be keeping a log of all bus riders and their seat location. This will prove helpful in contact tracing should we have a positive COVID case in the future. Also note, NO one will be allowed to be on the bus or at school if they have a fever of 100 degrees or higher. This is for the safety of all faculty, staff and students.

We want parents to know that along with the seating charts, daily cleaning and as much social distancing as possible, we will also be increasing air flow, which will include having more windows down during the bus routes. We are following CDC guidelines and will do whatever is necessary to keep our students safe.

As always, your child's safety is our top priority. We hope that you have a wonderful summer break and we look forward to the upcoming school year.

Sincerely,

Jason Brittain
Superintendent of Pocola Schools

SCHOOL BUS SEATING CHART

DRIVER _____

BUS # _____

FRONT OF BUS

			ROW 1			
			ROW 2			
			ROW 3			
			ROW 4			
			ROW 5			
			ROW 6			
			ROW 7			
			ROW 8			
			ROW 9			
			ROW 10			
			ROW 11			
			ROW 12			
			ROW 13			
			ROW 14			
			ROW 15			

COVID-19 SCREENING FORM

STUDENT NAME:

Signature of Parent

ANY STUDENT ANSWERING YES TO ANY QUESTION OR RECORDING A TEMPERATURE OF 100 OR ABOVE MUST STAY AT HOME.

[illegible]