

SPRINGFIELD SCHOOL DISTRICT OPENING PLAN FOR SCHOOL YEAR 2020 – 21

It is our intent and desire to open school on schedule in the fall with in person learning in the least restrictive environment possible. As we work towards that goal we are working closely with several different agencies. We are reviewing guidance from the Center for Disease control as it is just that, “guidance with recommendations.” We are also following closely the guidance given to us from the Colorado Department of Education, local and state health departments and the Governor’s office. This guidance consists of recommendations (probably should) as well as requirements (will dos.) Any will do’s we receive as a district we are bound to follow. The probably should will allow us to evaluate our local situation and make a determination on those recommendations. As Colorado moves from one stage to the next, it seems the “probably should” and the “will dos” change. As a district we definitely believe the best learning environment for our students is in person learning while in the school building. It is also our intent to provide as safe a learning environment as we can and to do so in a responsible manner. We realize that students, especially those of younger age are less apt to spread the virus as well as having less serious symptoms. However, we also have a responsibility to our staff and other adults to make the environment as safe for them as we can.

This document outlines steps we will be taking to help ensure the safety of everyone and to provide a quality learning environment for our students. We realize that this is still a changing situation and will adapt our protocols as necessary. At this time we are able to work with our county and local health department on most cases. However, there may be requirements that come down from the state that we will have to follow. We want to have a plan that allows us to open as scheduled and gives us the best chance to remain open.

- Springfield School District is committed to the safety and well-being of its students, teachers and staff. All decisions will be made with this leading commitment as a contributing factor. The question: Is this safe for our students, teachers, and community will always be at the forefront of our decision making processes.
- Springfield School District commits to expanded sanitation practices in which the role of keeping a clean school no longer just rests with custodians but with all of us.
- Springfield School District is committed to working and communicating frequently with all of our partners including parents, local and state health departments, the Colorado Department of Education, the Governor’s office our local hospital and others regarding decisions that could be impacted by COVID 19
- It is our goal to open on time and to remain open with in-person learning. To make this happen protocols will need to be followed. There may be some inconveniences created due to this, but we will keep in mind our ultimate goal.
- We believe that the first point of screening for students or staff that may have COVID19 is at home. We will work with parents and staff to ensure that people are aware of the best screening practices.
- The health and safety of our students and staff will remain as the focal point of our decisions and protocols we adopt.
- We will continue to promote good personal health habits of washing hands and remaining home when not feeling well.

DISTRICT WIDE—LEVEL GREEN (LEAST RESTRICTIVE)

SCREENING/STAFF

- Staff will be screened each day when reporting to work, following the district screening procedures.
- Temperatures will be taken and recorded.
- Adults coming into the building, i.e. BOCES staff, other support staff) will also have temperature checked and screened before entering.
- Access to the building will be closely monitored. Non-school personnel will have restricted access to the building. Most will not be allowed past the front door. Those that are will be screened.

MASKS

- Masks will be optional for situations in which proper social distancing may be maintained. (this may change if requirements are changed by health agencies)
- Recommended for staff when proper social distancing cannot be met.
- In situations where social distancing guidelines cannot be followed masks may be required. This will be times when students are passing other students or gathering in groups.
- Each building may have their own procedures for the wearing of masks.
- The requirements for the wearing of masks may be changed by orders of the Governor's office, CDE or the district.
- The State will be providing 1 K95 mask/week (8 – 10 weeks) for all student facing staff members.

SOCIAL DISTANCING

- Social distancing guidelines will be followed when at all possible.
- A guideline of 3' to 6' will be recommended.
- Keeping in mind that "more is better"
- Create a seating chart and maintain children in assigned seats throughout the day.
- Teachers will take steps to decrease students passing and gathering in groups
- Limit movement of students around the room. (Give time to stretch throughout the day.)
- No physical contact between staff members and students (i.e. high fives, hugs, etc.)
- Staff will be mindful of the number of students in the hallways, in the bathroom and at lockers.
- Teachers and other staff members should make the greatest effort to adhere to 6-foot distancing, as their risk and disease transmission potential is higher than students.
- Special service providers will limit their exposure to those students they are working with.

MEALS

- Breakfast will be served as a Grad-n-Go.
- Students will eat breakfast in their classrooms or outside.
- Lunches will be served and eaten in the cafeteria.
- Students will social distance while in line and eating paying special attention to a limit of 4 students per table.
- Cafeteria staff will handle and fill meal trays.
- Shields will be installed along serving line as well as at the dish washing area.
- Eating times may be staggered to ensure social distancing is met.

TRANSPORTATION

- Transportation will be required to wipe down the bus surfaces after every trip, especially seats and handrails.
- Parents will screen students from home. Students should not be sent if they have a fever or show other symptoms as listed.
- Proper signage listing the indicators for staying home will be posted on each door.
- Masks are recommended for drivers when proper social distancing cannot be maintained.
- Students will have assigned seats, with families sitting together. Students should load the back of the bus first. If possible rows will be skipped.

SANITATION/VENTILATION

- High touch surfaces such as doors, locker handles, railings, drinking fountains, common areas in classrooms will be wiped down frequently throughout the day.
- Maximize ventilation and increase circulation of outdoor air.
- Consider holding class outside when appropriate.
- Maintenance will be retasked primarily to focus on cleaning areas of the school throughout the day. Maintenance department will be required to develop and communicate a schedule of cleaning that occurs.
- Custodial cleaning logs will be required throughout the day. Paraprofessionals may be retasked toward the end of instructional time to clean high need areas.
- Maintenance will be needed to clean the playground surfaces.
- Teachers will disinfect their rooms at the end of the day in order to prepare for the next morning.
- Students will be expected to bring water bottles for daily use. The drinking fountains will not be in operation. The bottle fillers will.
- Teachers will keep doors open when it is possible to help with ventilation in the classrooms.

TRANSITIONING TO REMOTE LEARNING: Teachers will utilize Google Classroom for planning and communication within each classroom. This will facilitate an expected higher absentee rate, and aid in the transition to remote learning in the event of a local outbreak. Staff will prepare for a move to remote learning in case we need to move to that stage. Keeping in mind

that there may be periods that we are in remote learning for two weeks and then move back into fact to face.

STUDENT COMMITMENTS

- Stay at home if you are not feeling well. Work with your teachers to get as much work done from home as you feel you can.
- Notify an adult if you are at school and begin to feel sick.
- Wash your hands! Handwashing is one of the best preventative measure you can take to protect yourself and others.
- Do your best to socially distance with your friends and encourage your friends to do that same.
- Leave school grounds after school unless participating in extracurricular activities.
- Understand that everyone is dealing with this problem and that some students may feel differently or have heightened stress around this problem.
- Study hard and be the best student you can be!

Parents/Family Commitments

- Do your best to screen your student before school starts. This saves on valuable learning time and does not create added stress for students at school. The school district will work with the Department of Health to issue guidelines so that you know what to do. Keep your student home if he or she is sick!
- Know the symptoms of Covid-19 and the preventative steps you can take to keep your family, kids and therefore, the school as safe as possible
- Be open and available for communication. This is a time in which if we all communicate as much as possible, we will promote and ensure not just safely but service as well.
- Understand we are all doing the best we can to deal with these difficult and unusual situations.
- The more we are all able to take these steps the sooner we can return to the learning environment we all wish for.

JR. SR. HIGH SCHOOL COVID-19 POLICY PLANNING FOR RETURN TO SCHOOL FALL 2020

LEVEL GREEN (LEAST RESTRICTIVE)

In an effort to prepare for the unknowable future concerning the current pandemic the following policies will be in place for the return to school. Just as the current global situation is constantly changing, these protocols are likely to change. Springfield Schools is monitoring the guidance from various health departments daily and will adjust our practices to their recommendations. Student and staff health and safety will direct our decision making. We ask for parent and community cooperation and support during these unprecedented times.

SCREENING: Students should be screened by parents before coming to school. Students with the following symptoms should not attend.

- 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

Look for emergency warning signs for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

FACE MASKS: Students will be required to wear face masks covering their mouth and nose during passing periods. It is recommended for students to wear a face mask during class time. Staff may wear a mask at their discretion, but it is recommended they do not wear one when in front of the class lecturing. It is more advisable to wear a mask when in closer contact with students.

SOCIAL DESTANCING: Classroom seating will be arranged to provide the greatest amount of social distancing possible. Students are encouraged to limit physical contact, and respect each other's personal space.

TRANSITIONING TO REMOTE LEARNING: Teachers will utilize Google Classroom for planning and communication within each classroom. This will facilitate an expected higher absentee rate, and aid in the transition to remote learning in the event of a local outbreak.

ELEMENTARY SCHOOL COVID-19 RETURN TO SCHOOL PROTOCOLS

LEVEL GREEN (LEAST RESTRICTIVE)

SCREENING/STUDENTS

- Teachers will screen students when they enter the classroom each day. Temperatures will be recorded daily. A screening chart will be used by each teacher. If a child records a high temperature they will be asked to sit for 5 minutes in a cool area then will have their temperature retested. If the temp is still high the parents will be called and the child will be sent home. If a high degree of absences begin to occur teachers will screen more thoroughly.
- Parents will be highly encouraged to screen from home. The District will provide educational material and encourage parents to pre-screen their children daily, monitoring for a temperature as well as any signs and symptoms related to COVID 19 prior to coming to school.
- Students demonstrating symptoms or feeling ill should stay home.

MASKS

- Students below 11 years of age, are not required to wear masks.
- We ask that students have access to a mask in their book bag/desk.
- District will furnish one if needed.
- If social distancing cannot be maintained masks may be recommended/required.
- As elementary students are less apt to spread the virus as well as having less serious symptoms, the use of masks may differ from that of older students.
- JH/HS students are asked to wear masks during passing times and times that small gatherings cannot be avoided.
- State and local requirements may alter the use of masks.

SOCIAL DISTANCING

- Classrooms will be organized in a way that offers the best social distancing possible.
- 3' – 6' is recommended, keeping in mind that more is better.
- Students should have assigned seats in order to assist in tracking if a student or teacher were to test positive or show signs of COVID-19.
- Teachers will take extra pre-cautions to assure social distancing is met at difficult times. i.e. lining up for a transition, lunch line, prior to PE/music class, etc.
- Teachers will ensure hallways are clear before moving their students into the hallway.
- Classroom seating will be arranged to provide the greatest amount of social distancing possible. Students are encouraged to limit physical contact, and respect each other's personal space.
- Limit the use of small group sessions when possible.

SANITATION

- Students will wash their hands on a scheduled basis as well as on an as needed basis.
 - Before class starts, at lunch, after lunch, as they come in from recess, and before going home.
- Hand sanitizer will be readily available for student and staff use.
- Students will be taught to cough properly and to avoid touching their face when possible.

START OF THE DAY

- Students will arrive at 7:40 if they wish to eat breakfast
- Students will arrive after 7:50 if they do not wish to eat breakfast
- Students will go directly to their classrooms when they enter the building.
- K, 1st, 3rd and 5th will enter through the storage room doors to their rooms

BREAKFAST

- Breakfast will be served in the classroom beginning at 7:40
- Para professional staff will bring the breakfasts to the rooms.

LUNCH

- Students will line up and go to lunch as normal.
- Staff on duty should make sure social distancing is maintained during line up, walking over and while in line.
- Students should stay in their core class groups while in line and will set in designated areas.
- Students should promote appropriate social distancing while eating.
- Teachers should strictly follow the lunch times they are assigned to keep from creating larger groups in the cafeteria than necessary.

RECESS

- Students will remain in their core class groups for recess time.
- Classes will be staggered when possible to allow for fewer students on the playground at one time.
- Students will wash hands/use hand sanitizer when coming in from recess.

END OF THE DAY

- Parents will be asked to wait outside the building for their child.
- Classes will be dismissed out the door that the students enter at the beginning of the day.

PE/BAND

- PE will be outside which will allow us to continue with regular PE procedures. Steps will be taken to eliminate passing when classes change
- Instructor will maintain social distancing as well as possible when grouping and talking with students.
- Band/music. Classes will be arranged where the number of students remains below 20.
- Classroom will be set up to provide maximum social distancing.
- Band classes will be held outside whenever possible. When not they will be held in a room that will allow for maximum social distancing.
- Classes will enter and exit in ways that passing other classes should not occur.

TRANSITIONS

- Students should remain in their classroom until teacher gives instructions to leave the classroom.
- Teachers should avoid dismissing students when another class is in the hallway.
- Teachers should monitor the number

IF A STUDENT BECOMES SICK AT SCHOOL

- If a student becomes sick at school, they will be removed from class and parents will be notified. If a student is presenting COVID 19 symptoms, such as coughing or fever, they will wear a mask while they wait for their parents.
- If a student tests positive for COVID-19 school will not share the name of that student.

STUDENT COMMITMENTS

- Stay at home if you are not feeling well. Work with your teachers to get as much work done from home as you feel you can.
- Notify an adult if you are at school and begin to feel sick.
- Wash your hands! Handwashing is one of the best preventative measure you can take to protect yourself and others.
- Do your best to socially distance with your friends and encourage your friends to do that same.
- Leave school grounds after school unless participating in extracurricular activities.
- Understand that everyone is dealing with this problem and that some students may feel differently or have heightened stress around this problem.
- Study hard and be the best student you can be!

Parents/Family Commitments

- Do your best to screen your student before school starts. This saves on valuable learning time and does not create added stress for students at school. The school district will work with the Department of Health to issue guidelines so that you know what to do. Keep your student home if he or she is sick!
- Know the symptoms of Covid-19 and the preventative steps you can take to keep your family, kids and therefore, the school as safe as possible
- Be open and available for communication. This is a time in which if we all communicate as much as possible, we will promote and ensure not just safely but service as well.
- Understand we are all doing the best we can to deal with these difficult and unusual situations.
- The more we are all able to take these steps the sooner we can return to the learning environment we all wish for.

LEVEL ORANGE—AN INCREASE IN KNOWN CASES STATE WIDE, REGIONALLY OR LOCALLY

If this were to happen then additional steps may need to be taken in regards to social distancing, screening, wearing of masks, and scheduling of transitions. Increased screening measures may also be added. The need to alter student contact may also be necessary. If it becomes necessary to shorten the amount of time students are in the building a hybrid learning plan (of in person and remote) will be implemented.

LEVEL RED—A LARGE INCREASE IN CASES THAT COULD CREATE A NEED TO REVERT TO REMOTE LEARNING FOR A PERIOD OF TIME

If schools are shut down by health department or Governor's office. If this were to happen students will receive instruction from teachers through the utilization of distance learning and on-line learning. Attendance will be required on a daily basis. Students will be expected to be engaged and will be monitored through online methods. The core instruction received will occur through the use of Google Classroom using chrome books on paper instruction. If the school is allowed to bring students in on a limited basis scheduling will be worked out to bring each student in for limited instruction.

- 100% on line
- All content areas/subjects will be available to simulate traditional face to face schedule.
- Students will be expected to complete daily assignments and be in attendance for Google Classroom sessions.
- Teachers/Staff will be monitoring student work and will be able to provide additional support as needed.
- All students will be provided a school chrome book if needed.
- Teacher will do ongoing progress monitoring and using assessments to evaluate learning.

SCREENING PROCESS

Temperature: over 100.4

Do you have a cough

Do you have muscle aches

Do you have a sore throat

Do you have a loss of smell or taste

Do you have congestion or a runny nose?

Do you have shortness of breath?

Do you have chills?

Do you have a headache:

Nausea or vomiting?

Have you been in close contact with anyone that has been diagnosed with COVID-19 within the last 2 weeks?

Have you visited another place that had a high amount of cases?