

July 30, 2020



Winston R-VI School District
2020-21 School Year
“Return to Learn”



I am excited that students and staff will be able to come back to school starting on August 25th. With the return of students and staff comes changes and challenges in what each day will look like. The purpose of this plan is to create a safe return to classroom instruction for students and staff of the Winston R-VI School District. The experience that was gained from COVID-19 in the spring of 2020 will help guide us and our decisions for the school year of 2020-21. Working in partnership with the Daviess County Health Department, this plan focuses on how our district intends to educate students as normal as possible, with additional safety guidelines to make our district as safe as possible. This plan is not inclusive of everything possible, as COVID-19 has been unpredictable and guidance seems to change daily, therefore this plan will need to be altered as the school year unfolds. We appreciate parent’s, student’s and staff’s cooperation and willingness to work with the Winston R-VI School District as we make the transition back to school in hopes of a successful and safe school year.

Dr. Brian Robinson, Superintendent

Attendance

- Attendance remains important for students, however incentives for perfect attendance will not be used this year. It is important to stay home when sick to prevent disease transmission.
- Attendance policies will be modified to account for COVID related absences.

*****Academic Instruction (2 choices)*****

- The 2020-21 school year will start on August 25th with a choice of In-Person classes at the Winston R-VI School District or Virtually at home through LAUNCH, a 3rd party vendor internet based platform with 3rd party teachers and grades.

1. In Person Classes at the Winston School District

- In person Elementary and High School students will follow a typical class schedule.
- The district will implement Level 1 procedures, which is person learning at the school.
- K-12 PE will utilize outdoor space when possible.
- Physical education classes may not have access to locker rooms if further restrictions are required.
- All courses in Art, Music/Band, PE, Career Ed, etc will be taught with needed modifications.
- Elementary students/teachers will remain with their class (stable group) as much as possible.
- Teachers will create lessons that do not require students to share materials, such as crayons, scissors, pencils, etc. Should there be a time where materials have to be shared, those materials will be cleaned prior to being used by another student.
- Level 2 and Level 3 procedures will require partial or full distance learning. Distance learning will be primarily virtual or computer based with packets when necessary.
- Grading practices will be consistent with prior school years (normal grading) should the district be required to move into a virtual instruction mode.
- **In the event the school transitions into a virtual setting, attendance in virtual instruction will be required and students will be required to adhere to set schedules and completion of assignments created by the classroom teacher.** The district/teacher will take into

July 30, 2020

consideration that not all families can be in a virtual classroom during the day due to family constraints outside of their ability to control.

2. Virtual classes at home through LAUNCH – Must notify school by August 11th

- LAUNCH is an internet virtual based platform provided by a 3rd party vendor with 3rd party teachers and grades assigned by those 3rd party teachers.
- Launch has a rigorous K-12 curriculum that is aligned with the Missouri Learning Standards which will require students working several hours daily in order to be successful.
- **To help us secure student materials and plan for a successful student experience, all virtual course requests must be made no later than Tuesday August 11th.**
- Winston R-VI School District will be limiting access to the building only to students enrolled in face to face classes. Extracurricular activities are only available to students in face to face classes at the Winston R-VI School District buildings.
- Students taking LAUNCH classes at home will not be allowed to come to the school as their teachers will be LAUNCH instructors, not Winston teachers.
- **Students approved for virtual education will begin on August 24th and will have until September 2nd to transfer back to in-seat instruction if so desired.** Otherwise, they must remain in the Launch program for the duration of the semester for which they were approved.
- Students approved for virtual education for the first semester of the 2020-2021 school year can return to in-seat enrollment for the second semester if so desired, or may remain virtual for the duration of the school year.
- If a student is not successful with Launch, they may not be approved for future semesters.
- Students will be dropped from the LAUNCH program if it is deemed in the first 2 weeks that the student is not making adequate progress. The student will then return to in person instruction or homeschool.

Arrival and Transportation

- In order to prevent students from congesting in common areas, the school building will continue to open to students at 7:30 am to ensure students can be supervised in individual classrooms as needed.
- Families are encouraged to transport their own children or students are encouraged to drive or walk when arriving and leaving school to help reduce the number of students on the bus.
- When students enter the building, High School students will go to their classrooms, elementary students will go to the gym where they will be spaced throughout the gym.
- Social distancing on the bus will be implemented to the best extent possible by alternating bus seats.
- Drivers will have assigned seats for students with families seated together, to assist in contact tracing
- Students will only be allowed to ride on one bus route.
- Non route riders will not be allowed to ride the bus.
- Students will use hand sanitizer when loading and unloading the bus.
- Seats will be cleaned after each route.

July 30, 2020

Food Service

- Elementary Breakfast will be served in the cafeteria. High School will be served in the classroom Grab-N-Go style.
- The district will add more lunch shifts, add extra eating locations, more tables for lunch, or a combination of alternatives.
- Shifts will have staggered release times to prevent long lines of students waiting to be served.
- Student groups will have assigned seating and spaced at cafeteria tables to the extent possible.
- No sharing of utensils, food, etc.
- No student access to coolers or microwaves.
- Food Service staff will wear mask when serving and follow food prep guidelines.

Recess/Physical Activity

- Recess and physical activity will be incorporated.
- Playground equipment and recess materials will routinely be cleaned or each class will have their own balls, jump ropes, etc. to use.
- Activities will promote distancing as much as possible and non-touching games will be encouraged.

Classrooms

- Desks/chairs will be spaced 6 ft apart, or as close to 6 ft as possible.
- Students will sit in assigned seating to assist in contact tracing.
- Students will not share supplies, computers, equipment, etc.
- Location of classes could be changed to accommodate class sizes.

Restrooms

- Restroom breaks will be one class at a time (elementary).
- Frequent and proper handwashing will be emphasized.
- Flexibility on passing time to ensure proper handwashing and distancing can occur.

Visitors and Parents

- Guests may not be allowed into the building depending on the situation.
- Primary communication will be at the door through telecom system or by phone.
- Visitors and parents will only be allowed in the office if absolutely necessary.
- A log of all visitors and parents who enter building will be maintained.
- Rental of school facilities and buildings will not be available this year.
- Guest attendance at extracurricular activities will be allowed but could be limited if conditions warrant reconsideration as advised by the county health department.

Masks

- Masks will not be a mandatory requirement for students or staff members at this time. This could change in the event there are signs of an outbreak or conditions warrant reconsideration as advised by the county health department. Although masks are not required, they are encouraged and allowed.

July 30, 2020

- Should a child become sick at school and show signs of potential COVID-19 symptoms a child would be asked to wear a mask in a transition room until a family member could pick them up.
- HS students are encouraged to wear mask when transitioning classes, at lockers, when not able to social distance, etc.
- Teachers are encouraged to wear mask when working closely with a student, transitioning, monitoring halls, when not able to social distance, etc.
- Existing student and staff dress codes will apply to all face coverings that are worn.
- Teachers will not be responsible for the masks of students that choose to wear a mask.

Hand Sanitizer

- The school will provide dispensers of hand sanitizer throughout the district. Students will utilize the hand sanitizer several times a day to help limit the spread of COVID-19.
- Students will also be taught proper hand washing procedures and will be provided with multiple opportunities to wash their hands daily.
- Students will also be taught to minimize the number of times a day they touch their face with their hands.
- Parents whose children have skin conditions that will not allow them to use hand sanitizer continually through the day will need to provide their own sanitizing solution to keep their child safe at school.

Temperature Checks

- Parents should perform temperature and symptom checks on students each morning prior to coming to school. Anyone with a fever greater than 100.4 without medication or symptoms of illness should stay home.
- The district will not be conducting daily temperature checks of students as a requirement to enter the school building. This could change in the event there are signs of an outbreak or conditions warrant reconsideration as advised by the county health department.
- In the event a student appears to not feel well or have symptoms of any sickness, the student's temperature will be checked.
- Parents are asked not to give their children doses of medication designed to force the body to drive down a temperature for the purpose of sending their child to the school.
- Students who have a temperature at school over 100.4 will be given a mask to wear until they have left the school with a parent/guardian.

Social Distancing and Hygiene

- Social Distancing is hard for school aged children and it takes time to teach the concept.
- Missouri Department of Health encouraged people to practice social distancing as much as possible and wear a mask if they cannot. Teachers will be asked to minimize one-on-one student interaction.
- The district will work to keep students 6 feet apart, but there will be times when that is not possible. The district will strive for the goal of 6 feet for social distancing, but accepts that it will be impossible to obtain at all times.
- Students will be taught the importance of covering coughs and sneezes, hand hygiene, and not coming to school sick or with a fever.
- Students will be taught to be conscientious of their surroundings and exhibit behaviors that take the needs of others into consideration.

July 30, 2020

General

- Refillable water bottles are required and will be allowed to be refilled only from the water bottle filling stations or water coolers. Drinking from the water fountain is not allowed.
- Classes will enter/exit building at different times to the fullest extent possible to avoid contact at doors.
- Increased schedules of sanitation will be put into place for all areas before, during and after school, especially focusing on commonly touched items such as door handles, bathrooms, water bottle fill stations, handrails, etc...
- Staff and students will help support cleaning their areas of use multiple times a day (door handles, student desktops, chairs, etc). Rooms will be supplied with disinfecting supplies.
- Students participating in extracurricular activities (sports, clubs, etc...) must have a liability waiver signed by the parent and student before they are eligible to participate in any extracurricular activity.
- If the school is closed, all school activities will be canceled or rescheduled, regardless of whether the activity was to take place in the building or another location, including extracurricular activities.

Student and Staff Health

- Students and employees exhibiting symptoms of COVID-19 without other obvious explanations should not come to school, and if they do come to school, they will be sent home immediately.
- When students are kept home due to illness, the school secretary will ask additional screening & entry questions regarding symptoms to confirm whether COVID-19 is a factor.
- Symptoms include:
 - A fever - temperature of 100.4 or higher
 - Cough
 - Shortness of breath/difficulty breathing
 - Chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell
 - Nausea, vomiting, or diarrhea
- Temperature checks and screening will be completed for students/staff who display symptoms.
- A separate space will be available to assess students or staff members who may be exhibiting symptoms of a communicable disease. Only essential staff will be allowed to enter the room and must wear a mask.
- Contact the parent and determine if the child has been in an area where they may have been exposed to COVID-19.
- Students and staff who exhibit COVID-19 symptoms, without other obvious explanations, will be sent home. Criteria for returning to school will be based recommendations of the Daviess County Health Department
- The school will encourage a family to get COVID-19 testing, but will not require it.
- If there is a positive case, families will be notified that a person has tested positive for COVID-19 in the building and encourage cooperation with the school and the local health department to conduct contact tracing with the individual. The individual who tested positive will not be identified in communications to the school community at large but may need to be selectively identified for contact tracing by the health department.
- Students and adults who have come into close contact with someone who tests positive for COVID-19 should closely monitor for any COVID-19 symptoms and should follow all

July 30, 2020

instructions given by the local health department related to contact tracing. The Daviess County Health Department and CDC guidelines will help guide each scenario presented and administration will make a determination for next steps.

Students and staff who are sent home with a temperature

- **If seen by a doctor and accompanied by a doctor's note:** Must be fever free for 24 hours (one full day, may not return the next day) without the use of fever reducing medications and may only return to school if accompanied by a doctor's note with a diagnosis not related to a respiratory illness, influenza or COVID-19 (such as pink eye, strep throat, ear infection, etc.)
- **If not seen by a doctor:** Must be fever free for 72 hours (three full days, may not return until the fourth day) without the use of fever reducing medications if not accompanied by a doctor's note for a diagnosis. Fever reducing medications include Tylenol, Acetaminophen, Motrin, Ibuprofen etc.
- **If a student or teacher tests positive for COVID-19,** we will follow the recommendations of the Daviess County Health Department and CDC guidelines.

We cannot predict all the possible scenarios; decisions will be made based on the recommendation from the Daviess County Health Department. The district will work with individuals and groups to provide instructional services throughout the school year. All students, staff, and parents need to make plans for any type of school closing or prolonged absence. Any of the following could occur:

- Closing either the elementary, the high school or the entire district.
- Specific classes or groups of students may be kept from school.
- Symptom free or otherwise healthy students/staff may be required to stay home if they are considered a close contact.
- Closing or specific class/grade cancelation due to a lack of staff or substitute teachers.

The district may be required to add additional days to the school calendar to recoup lost time due to school closing for illness.

In order to prevent students from congesting in common areas, the school building will continue to open to students at 7:30am to ensure students can be supervised in individual classrooms as needed.

**LEVEL 1: No/Low Cases in School-
Low Incidence in county-- School
Fully Open**

- Mitigating measures such as cleaning and social distancing to the extent possible

**LEVEL 2: Limited Positive Cases in
school (student or staff)**

- County Health Department will lead contact tracing
- 15 minutes within 6ft
- School will not be provided or release any individual names except as required by law.
- Close off rooms/areas where person(s) were located in order to clean/disinfect
- Coordinate county health department on possible temporary closing building or district to clean/disinfect
- Implement more strict measures such as increase distancing, implement attendance grouping, limit extra curricular activity
- Implement Alternate Methods of Instruction (AMI) or other distance learning measures where necessary

**LEVEL 3: Multiple Positive Cases or
Outbreak (student or staff)**

- Same procedure for contact tracing
- School will not be provided or release individual names except as required by law.
- Close all facilities for minimum 24 hours
- Deep clean/disinfect entire facility
- Coordinate with health department on length of closing
- Implement AMI and distance learning process
- Postpone/Cancel all extra-curricular and non-instructional activities