



## 2020-2021

# *COVID-19 Reopening Plan*

**RELEASED JULY 16, 2020**

Ontario Parents and Students:

We are extremely excited to be able to welcome our students and staff members back to school for the 2020-2021 school year. The end of last school year was extremely challenging and we are eternally grateful to our students, parents and staff members for making it through the COVID-19 closure. We are all excited for brighter days ahead and we cannot wait to reopen our doors to all of you.

Thank you for your patience and understanding as we worked on a plan to open schools for the 2020-2021 school year. This plan takes into consideration the guidelines from the CDC, Ohio Department of Health, the Governor of Ohio and the Richland County Health Department. Our goal is to provide the best possible education for our students, while still taking necessary precautions to keep our students and staff safe and healthy.

As we begin to reopen, it is going to take every family working together to help ensure a safe return to school and also to ensure that we are able to remain open. We are asking every family to be vigilant in monitoring their own health and supportive of new procedures as we navigate the inconveniences that come along with the COVID pandemic.

This reopening guide is designed to give you an overview of the plans in place for the start of the 2020-2021 school year and was created in collaboration with the Richland County Health Department. We respect that this is a fluid situation and realize that guidance may change at any time. **This plan will be updated regularly in accordance with state and local guidance and is subject to change at any time.**

**Reopening Plan Correlation to the Ohio Public Health Advisory System:**

| Ohio COVID-19 Risk Level Guidelines for the Public                                       |                                                                                                                              |                                                                                                                                   |                                                                                                                                     |
|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| LEVEL 1                                                                                  | LEVEL 2                                                                                                                      | LEVEL 3                                                                                                                           | LEVEL 4                                                                                                                             |
| <b>Public Emergency</b><br>Active exposure and spread. Follow all current health orders. | <b>Public Emergency</b><br>Increased exposure and spread. Exercise high degree of caution. Follow all current health orders. | <b>Public Emergency</b><br>Very high exposure and spread. Limit activities as much as possible. Follow all current health orders. | <b>Public Emergency</b><br>Severe exposure and spread. Only leave home for supplies and services. Follow all current health orders. |

- **Level 1, Yellow:** We will follow our COVID Reopening Plan.
- **Level 2, Orange:** We will follow our COVID Reopening Plan.
- **Level 3, Red:** We will follow our COVID Reopening Plan, but **all students will be required to wear a facial covering at all times.**
- **Level 4, Purple:** We will close school and Virtual Learning will be implemented.

**Five Focuses of Mitigation:**

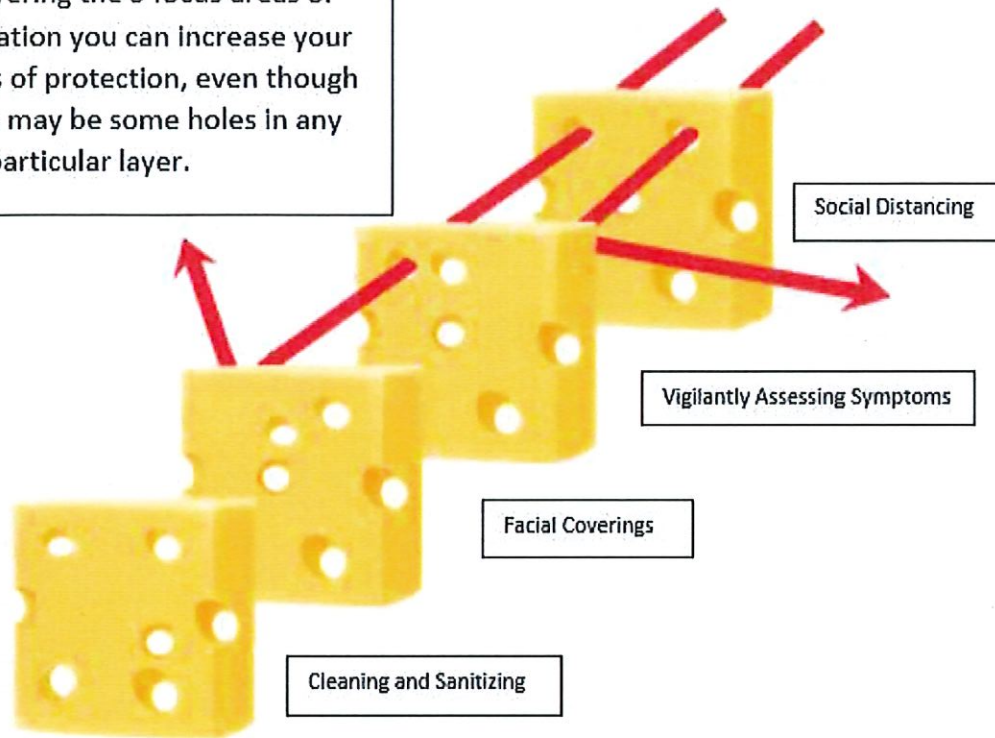
- ❖ There are 5 identified categories of mitigation that schools should consider in each setting during the school day.



### **Layers of Protection:**

The goal is to provide as many layers as possible in each setting, so that if there is a “hole” in one layer, other layers will be in place to help reduce the risk levels.

By layering the 5 focus areas of mitigation you can increase your levels of protection, even though there may be some holes in any one particular layer.



### **Student and Caregiver Expectations:**

- ❖ Daily wellness checks of students before sending to school. Students with temperatures of 100°F or higher should stay home until fever free for 24 hours (without use of any medication to control fever).
- ❖ Daily washing of hands or use of hand sanitizer, upon entering the building.
- ❖ Washing of hands before lunch and after lunch in addition to washing hands any time a student uses the restroom, coughs/sneezes into hands, or blows his/her nose.
- ❖ Covering all coughs/sneezes with a tissue or inside of the elbow.
- ❖ Ensuring 6 feet of physical distance from others whenever possible.
- ❖ Provide a water bottle daily for student use throughout the day.
- ❖ Ensure contact information for all caregivers is up to date.
- ❖ Ensure there are multiple, pre-arranged methods of getting a student home from school should they become ill or exhibit symptoms.
- ❖ Parents are asked to pay particularly close attention to the following symptoms and err on the side of caution when deciding to send your child to school:

- 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

#### **Sanitation and Deep Cleaning:**

- ❖ All classrooms will be fully disinfected with our new electrostatic backpack units on a daily basis.
- ❖ All school buses will be disinfected with our new electrostatic backpack units on a daily basis.
- ❖ Preschool classrooms will be disinfected between AM and PM classes.
- ❖ Drinking fountains will be shut off and students will be asked to bring a water bottle with them to school to avoid sharing a common fountain.
- ❖ Hand sanitizer stations will be available in all classrooms.

#### **Training:**

- ❖ All Ontario Staff members will take a course via our Public School Works training platform dealing with safety issues related to COVID-19.
- ❖ All custodial and maintenance staff at Ontario Local Schools will take a training course on proper cleaning related to COVID-19

#### **Vigilantly Assessing Symptoms:**

Students, caregivers and staff are asked to monitor their health before departing for school. Those with temperatures over 100 degrees are asked to stay home.

- ❖ **School Temperature Checks:** All students and staff members will have their temperatures taken daily.
  - Students' temperatures will be taken when they report to their first class of the day using a touchless infrared thermometer. Any student who has a temperature of 99.4 or above will be sent to the office to be reevaluated with an oral

thermometer. Students that have a temperature of 100 degrees or above will be sent home until they are fever free for 24 hours.

**Face Coverings:** Facial coverings have been mandated by the Governor for all staff members (mask/shield). In order to be able to allow all students to return to school 5 days a week, and avoid a situation where we could only service half of our students at one time, there will be a few times during the day when student face covering will be required due to an inability to maintain proper distancing.

- ❖ **Staff:** All staff members will be required to wear facial coverings while at work (mask/shield). Staff members may remove their facial coverings only when they are working in an isolated setting. If a facial covering is not medically appropriate for a staff member, or makes performing their contracted work impossible, a face shield may be substituted; examples of this would include staff in the primary grades, speech pathologist and foreign language instructors.
- ❖ **Students:**
  - **Bus:** Due to the inability to provide distancing, students who ride the school bus, will be required to wear a face covering while on the bus.
  - **Arrival, Dismissal, Hallway and Class Changes:** Due to large amounts of people in the hallways during arrival, dismissal and class changes, students will be required to wear a face covering during transition times.
  - **Class Time:** Students are not required to wear a face covering while they are at their desk in the classroom, although they are welcome and encouraged to do so. When working in close contact with the teacher or while participating in an activity where distancing is not possible, a mask will be required.
  - **Lunch:** Face coverings will be required until seated at the lunch table.
  - **Medical Issues:** If your child has a medical issue that prohibits them from being able to comply with the face covering expectations, please contact the building principal and accommodations will be made.
  - **Parents are responsible for providing their child with a face covering.** If it is impossible for a parent to provide this, they need to contact their student's guidance counselor.
- ❖ Our face covering plan will be adjusted on an as needed basis to comply with mandates and guidelines issued at both the state and local level.

**General Classroom Guidance:** Adjustments will be made to allow as much distancing and avoidance of shared items within the classroom as possible. We recognize some of these changes are not ideal, but they are necessary "one year adjustments," and not permanent changes. Making these adjustments and sacrifices for one year will allow us to reopen our classrooms.

- ❖ Teachers will use all available classroom area to space students out in their classroom to the greatest extent possible.
- ❖ Common meeting areas within the classroom such as “reading carpets” or “group gathering” locations will be removed until such a time that distancing is no longer needed.
- ❖ Ancillary items in the classrooms that are not necessary will be removed for the year. This would include items such as bean bag chairs, stuffed animals, or other similar items that may create a common shared surface.
- ❖ There will not be shared supplies for the 2020-2021 school year, unless there is an extenuating circumstance approved by the building principal.
- ❖ We will not allow birthday treats, room parties involving parents, or shared snacks for the 2020-2021 school year.
- ❖ Classroom doors will remain open to allow for as much air flow as possible.
- ❖ Classroom volunteers will not be allowed for the 2020-2021 school year unless there is an extenuating circumstance approved by the building principal.
- ❖ Field trips will not take place during the first semester. Field trips will be reevaluated for the second semester based on health concerns at that time.
- ❖ Accurate classroom seating charts need to be maintained in all class settings for potential contact tracing issues.
- ❖ All teachers need to be utilizing and familiarizing their students with Google Classroom throughout the school year to allow for a more seamless transition should virtual learning become necessary.

#### **Procedures for Positive Cases of COVID-19:**

- ❖ Parents are asked to notify the school immediately if their child tests positive for COVID-19.
- ❖ The Richland County Health Department will conduct all contact tracing.
- ❖ If a student or staff member tests positive for COVID-19, a letter will be sent home to all students in direct contact with the infected student or staff member alerting them of the situation.
- ❖ Ontario Local Schools will work in close contact with the Richland County Health Department on the appropriate steps to take should a staff member or student be confirmed as having COVID-19.
- ❖ Students or staff members who test positive for COVID-19 will be required to have a letter from a physician or the Richland County Health Department releasing them to return to school before being readmitted.

### **Procedures for School Bus Transportation:**

- ❖ Parents should take their child's temperature each morning prior to allowing their child to ride the school bus. Students that have a fever should not ride the bus.
- ❖ All bus riders will sit in an assigned seat. When applicable, siblings/family groups will be required to sit together on the bus.
- ❖ Students are limited to one pick up and drop off location. Due to issues with potential contact tracing, we cannot allow students to have multiple pick up and drop off locations.
- ❖ No bus passes to ride with other students or to ride home to alternative locations will be issued this school year.
- ❖ Load the bus by filling the back seats first and moving forward.
- ❖ Parents who have the ability to transport their child to and from school are encouraged to do so.
- ❖ School buses will be disinfected daily.
- ❖ Face coverings will be required for all students while riding the bus due to an inability to distance students on the bus.
- ❖ Keep windows cracked for fresh air as much as the weather will allow.

### **School Guests and Visitors:**

- ❖ To the extent possible, conferences and meetings with staff members will be held virtually.
- ❖ If a face to face meeting is necessary or requested, those meetings will be pre-scheduled and social distancing procedures will be implemented.
- ❖ Parents that need to visit the office or school building are asked to wear a facial covering.

### **Start Date:**

- ❖ **Classes will resume on August 19th for grades 1st - 12th.**
- ❖ **Preschool will start on August 20th.**
- ❖ **Kindergarten will start on August 21st.**

### **Open House:**

Facial coverings will be required for all in attendance.

To avoid extremely large gatherings, we will not hold open house in a traditional fashion.

- ❖ There will be an open house for NEW students in grades 7th - 12th.
- ❖ There will be an open house at Stingel for Kindergarten students and NEW students in grades 1st - 5th. If you are a returning student to Stingel, please do not attend.
  - Kindergarten, August 17th: Last Name A-L 5:00 pm - 5:30 pm, Last Name M-Z 6:00 pm - 6:30 pm

- NEW Students 1st - 5th grade, August 17th: Last Name A-L 6:00 pm - 6:30 pm, Last Name M-Z 7:00 pm - 7:30 pm
- ❖ There will be an open house for 6th grade students.
  - August 18th: Last Name A-L 6:00 pm - 6:30 pm, Last Name M-Z 7:00 pm - 7:30 pm
- ❖ Preschool open house will be determined by further guidance from the Ohio Department of Education. Parents will be contacted with further information.

### **Social Distancing and Building Specific Procedures:**

Providing complete social distancing is not possible within a school setting without greatly reducing the amount of students allowed in a building at one time; which would result in a significant reduction in the education we could provide to our students. Ontario Local Schools will make an effort to space out students to the greatest extent possible while still providing a full school day to all students.

### **Stingel Elementary School**

- ❖ **Arrival:**
  - We will unload school buses individually in the morning to avoid all students entering the building at one time.
  - Parents that walk their child to school must separate from their child at the doors and not enter the building unless reporting to the office.
- ❖ **Dismissal:**
  - In an effort to reduce all car riders dismissing at one time, we will stagger our dismissal times for car riders:
    - Last Name A-L at 3:25 pm, Last Name M-Z 3:40 pm. Families with multiple last names would use the last name of the oldest sibling.
    - Maintain proper distancing as much as possible.
    - Parents are asked to wear facial covering when picking up their child from school.
  - We will stagger the loading of buses to space students out in the hallway.
- ❖ **Lunch:** Adjustments will be made to allow for as much distancing as possible. No visitors will be allowed during the lunch period.
- ❖ **Recess:** Adjustments will be made to provide as much distancing as possible.
- ❖ **Fall Musical:** We will not hold a fall/winter musical this school year. We will make a decision about a spring musical later in the year based on health conditions at that time.
- ❖ **Assemblies:** We will not hold large student assemblies.

### Ontario Middle School

- ❖ **Arrival:** We will unload buses one at a time to avoid large crowds entering the building at one time. Facial coverings will need to be worn while in the hallway.
- ❖ **Dismissal:** Facial coverings will need to be worn in the hallway.
- ❖ **Lunch:** Adjustments will be made to allow for as much distancing as possible. No visitors will be allowed during the lunch period.
- ❖ **Assemblies:** We will not hold large student assemblies.

### Ontario High School

- ❖ **Arrival:** We will unload buses one at a time to avoid large crowds entering the building at one time. Facial coverings will need to be worn while in the hallway.
- ❖ **Dismissal:** Facial coverings will need to be worn in the hallway.
- ❖ **Lunch:** Adjustments will be made to allow for as much distancing as possible. No visitors will be allowed during the lunch period.
- ❖ **Assemblies:** We will not hold large student assemblies.

### Temporary School Closure Procedures:

We realize that with COVID-19 still being present in our community there exists the possibility that we may face a temporary COVID-19 school closure at some point in the future. In the event that schools need to be closed due to COVID-19, we would implement the following procedures:

- ❖ To account for transitioning to a virtual learning environment, virtual instruction would begin 3-5 school days after the closing of school. This would allow our teachers and technology department time to prepare to launch their live virtual lessons.
- ❖ Teachers would teach **live** virtual lessons from their classroom that students would view remotely. Teachers would also have scheduled “office hours” where they would be available to conference with students and parents remotely on an as needed basis.
- ❖ The lessons would be archived in the teacher’s Google classroom so that students could view the lessons at another time if they missed the live lesson.
- ❖ The schedule of the live lesson would be set by the building principal in each building and communicated to you at that time.
- ❖ Ontario Local Schools would designate one parking lot as a “hotspot” where free wifi would be available for students to work from a car.
- ❖ Students would be given access to a Chromebook if they do not have technology available at home.

### Ontario Preschool:

- ❖ It is our intention to operate preschool on our traditional preschool schedule.
  - Please note that we are expecting additional guidance from the Ohio Department of Education about class sizes within the preschool setting. Should the preschool

class size guidance require smaller numbers of students, we would be forced to look at moving to a 2 day a week hybrid preschool schedule. This may also impact our preschool enrollment capacity. While our intent is to open with a traditional schedule, we want to be transparent with our stakeholders that an adjustment to this plan could impact preschool if necessitated by Ohio Department of Education requirements.

- ❖ Preschool classrooms will be disinfected between the AM and PM classes.

### **Ontario Online Academy:**

Ontario Local Schools partners with a company called Edmentum to offer the Ontario Online Academy. Students that enroll in this program remain eligible for all extra curricular activities in the same fashion as all other students. Students that complete the Ontario Online Academy are eligible for an Ontario High School diploma when applicable. All academic programming and instruction is provided by Edmentum.

- ❖ This option is available to students KDG - 12th Grade
- ❖ If you enroll, you must remain in the Online Academy for one semester at a time. You are welcome to transition back into “in-person” learning at the start of the next semester.
- ❖ **To enroll in the online academy, please email Mike Ream, Director of Education, at [ream.mike@olsohio.org](mailto:ream.mike@olsohio.org)**
  - **You must email your intent to enroll in the Online Academy by Monday, August 3, 2020.**
  - **Please include the name and grade level of each child you wish to enroll.**
- ❖ The guidance counselor from each school will contact you to complete the enrollment process.
  - Ontario High School: Veronica Cain **419-529-3969**
  - Ontario Middle School: John Boyd **419-529-5507**
  - Stingel Elementary School: Tod Petit **419-529-4955**