

## ACJSHS Traditional (On-Site) Instruction

*The following information is designed to share the increased measures that will be put in place to allow all students to return to USD #365 Schools at the start of the 2020-21 school year and to safely remain in school. These new procedures are based on guidance from the Kansas State Department of Education, Center for Diseases Control, health department, and other stakeholders. Presently, Anderson County shows a decline in active COVID-19 cases. If the number of cases in our area starts to increase, or we start to have positive cases in our buildings, we will modify this plan as needed.*

### Coming to School:

#### Goal:

1. To temperature screen every person that enters the school to help identify anyone with a fever.
2. To limit multiple contact surfaces to reduce the opportunity for virus spreading.
3. To limit face to face contact with other people by social distancing.

#### **If a student or employee is sick, they should stay home.**

The symptoms for Covid-19 are fever (100.4 or higher), chills, rigors, muscle or body aches, fatigue, headache, sore throat, cough, shortness of breath, difficulty breathing, the new loss of smell or taste, and diarrhea.

- All students riding the bus will be required to wear a mask while on the bus and as they enter school through the north doors.
- All employees will wear a protective mask or face shield.
- All traveling employees must sign in after having their temperature checked in the main office.
- Each student and employee will have their temperature checked upon arrival. Anyone with a fever will be isolated in the health room until transportation can be provided home.

#### Procedures:

- Face mask always required in the building.
- Each student and employee will enter the school through the south doors of the building. All other entries into the building will be locked. The purpose of having one entry point is to ensure each person is temperature screened.
- Bus riders will be allowed to enter the north doors as they have been screened prior to entering the bus.
- Upon arrival, each student and employee will sanitize their hands at the hygiene station located at the south entrance.
- Students will not be allowed to enter the building prior to 7:30 AM unless approved by the building principal. Upon arrival, after having their temperature checked and sanitizing their hands, they will be allowed to get breakfast. Students will not be allowed to congregate in the hallways. Students in the cafeteria should socially distance. Face mask or face covering not required while eating.

## During Class:

### Goals:

1. To provide the opportunities to social distance and enable classrooms to function as “normal” as possible.
2. To limit multiple contact surfaces to reduce the opportunity for virus spreading.
3. To limit face to face contact with other people by social distancing.

### Procedures:

- Students should maintain a social distance at all times from their peers and the teacher.
- Students will be able to use the restroom as needed but full-class bathroom breaks will not be allowed.
- If students are working in small groups, desks and chairs will be sanitized after each small group.
- Students should not share computers, books, paper, pencils, pens, or other school supplies. Students should have their names on all their supplies.
- Students will have assigned seats and will face the same direction unless facing the wall around the perimeter of the room.
- Students and staff will be able to remove masks if outdoors while maintaining proper social distancing.
- Classroom doors will be propped open where applicable to reduce contact with surfaces.
- At this time, there will be no visitors, guest speakers, or field trips – unless approved by the principal.

## PE and Locker Rooms:

- Lockers will be assigned to students to provide physical distancing.
- Students will be allowed to enter the locker rooms in staggered groups for the purpose of changing.

## Group Meetings:

### Goals:

1. To provide the opportunities to social distance while acquiring information in a group setting.
2. To limit multiple contact surfaces to reduce the opportunity for virus spreading.
3. To limit face to face contact with other people by social distancing.

### Procedures:

- Students should always maintain a social distance from their peers by leaving two seats between each person and avoid sitting directly behind another person in the auditorium and gym.
- Students are to maintain social distancing while waiting to be seated.

## Passing Periods and Transition Times:

### Goals:

1. To provide opportunities to social distance.
2. To limit multiple contact surfaces to reduce the opportunity for virus spreading.
3. To limit face to face contact with other people in the event one of them is a carrier of Covid-19.

### Procedures:

- All students and employees will wear a protective mask or face shield during all passing periods.
- When students arrive in a new classroom or area, students will be required to sanitize their hands.
- Students will transition making every effort to maintain a social distance.
- Commonly touched surfaces, like water fountains, will not be available.
- Students are encouraged to bring a water bottle to hydrate throughout the day.
- Touchless hydration stations are available to refill water bottles.
- Students will be issued lockers. Students should not congregate at lockers and should practice social distancing.
- JH Students will be allowed to carry backpacks to reduce congregating at lockers.
- Students will be allowed to use class time to visit the restroom, when necessary.
- Floor markings may be utilized to help guide social distancing.

## Lunch:

### Goals:

1. To limit face to face contact with other people by social distancing.
2. To limit multiple contact surfaces to reduce the opportunity for virus spreading.
3. To provide opportunities for students to sanitize their hands prior to eating.

### Procedures:

- Students will be allowed to eat lunch in the cafeteria and gym.
- All students and employees will wear a protective mask or face shield during the lunch period unless they are in the act of eating or drinking.
- Lunch personnel will do the serving in the kitchen area, including milk, silverware, condiments, and all food.
- All tables and chairs will be sanitized by a staff member after each lunch period.
- Students should maintain a six-foot social distance. At this point, seating is not assigned, but certain seats may be blocked off.
- Students are to maintain social distancing while waiting to be served.
- Prior to eating, all students will wash or sanitize their hands.
- No guests will be allowed during student mealtimes until further notice.

## Leaving School:

### Goals:

1. To provide opportunities to social distance.

2. To limit multiple contact surfaces to reduce the opportunity for virus spreading.
3. To limit face to face contact with other people by social distancing.

Procedures:

- To allow for smaller groups leaving school, the release time of students may be staggered.
- Once a class is released, students will be supervised in their designated area and then exit the building as quickly as possible and be transported home (car or bus). Please do not congregate or form groups in the hallway, cafeteria, or parking lot.
- All students and employees will wear a protective mask or face shield while exiting the building. Once you are outside you can remove your mask.