

West Holmes Local Schools 2021-2022 Continuity of Services Plan

Protocols in this guide were established based on the principles of working with a normal daily schedule, physical distancing as much as possible, and cleaning protocols being maintained to minimize risk.

DISTRICT COMPONENTS

West Holmes Local Schools has considered various factors in developing this plan. The following considerations and decisions will be universal across the district. Individual building specifics will follow.

OPERATIONS

- Health and Safety - West Holmes Local Schools will coordinate with our local health officials to determine a course of action for procedures when a confirmed case has entered our district/school(s). We will teach healthy hygiene, social distancing, intensify cleaning and disinfection, and require sick staff/students to stay home.
- Technology - West Holmes Local School will be implementing a one-to-one device program. Students in grades K-12 will all have a chromebook. Students in grades 6-12 will keep the chromebooks with them. Students in grades K-5 will keep their chromebooks in their classroom.
- Maintenance & Sanitation - West Holmes Local Schools will implement enhanced cleaning and disinfecting protocols multiple times daily, focusing on frequently touched surfaces. Custodial staff will follow the EPA-approved list and manufacturer's instructions for cleaning and disinfecting products.
- Transportation - West Holmes Local Schools will transport students to school but encourage parents to transport students, when possible, to reduce the number of students riding.
- Food Service - West Holmes Local Schools will serve breakfast and lunch to all students that attend our school buildings.

INSTRUCTION

We believe that for the vast majority of students, our school buildings are the best places for them to learn and grow academically and socially. West Holmes Local Schools will provide traditional face to face learning to students by following CDC, state, and local guidelines.

1. Student and staff groupings are static as possible and/or sanitation procedures are followed to clean the space.
2. 3 - 6 ft distancing will be followed when possible.
3. Communal spaces limited/staggered and disinfected between use.
4. Intensified cleaning/sanitizing procedures will be implemented daily.
5. Promote healthy hygiene & social distancing practices such as hand washing, covering nose and mouth when sneezing, etc.

STAKEHOLDERS & RESOURCES

West Holmes Local Schools will use multiple communication tools to inform all stakeholders listed below. The methods will include our West Holmes Alert System (One Call Now), email messages, website updates, social media (Facebook and Twitter), newsletters and teacher communication tools.

- Board of Education
- Employees
- Students
- Parents
- Learning Community

Resources

West Holmes Local Schools will continue to be fiscally responsible and manage the resources below to best meet the needs of the district. We recognize that all items are critical resources for our learning community, and all decisions will be considered greatly before finalized.

- Budget
- Time
- People
- Facilities

SCHOOL OPERATIONS

Visitors/Volunteers

Visitors/volunteers will be allowed in schools but visitors are encouraged to stay home if they are experiencing any symptoms such as those associated with COVID-19 such as a fever, chills, cough, etc.

Physical/Social Distancing

Physical distancing will be maintained among all persons when possible. Visual cues and other strategies will be utilized to reinforce social distancing (i.e. floor markings and alternative units that are meaningful for students to understand 3-6' spacing).

Social distancing practices, and health etiquette practices will be incorporated into PBIS and Pax GBG practice.

Face Masks

As of June 2nd, 2021, face masks will be optional for all students and staff.

EP/ETR/504 Meetings

IEP/ETR/504 meetings will ideally be held in-person but we can meet virtually upon request of the parent.

Parent Teacher Conferences

Much like IEP/EETR/504 plans, conferences will be held in-person but can be held virtually upon parental request.

TEACHERS/STAFF

Staff Training

It is important to note that expected health practices will require new learned behaviors. Implement age-appropriate learning about COVID-19 control strategies for students. This should be on-going to reinforce the importance of handwashing, physical distancing, cough and sneeze etiquette, and the importance of staying home when sick or displaying symptoms. All schools and offices should display environmental print promoting infection control strategies, (i.e. cough/sneeze etiquette, proper handwashing, physical distancing, importance of staying home when sick, etc.)

ARRIVAL & DISMISSAL

Arrival and Dismissal information for each individual building will be provided to parents through individual mailings in August. Information will also be posted to the individual building websites when it is available.

BREAKFAST & LUNCH

General

Eating surfaces will be cleaned and disinfected after each cohort of students leaves the area paying particular attention to high-touch areas.

- All Staff will wear protective gear such as hair nets/hats, gloves and aprons.
- Students will enter the kitchen with a 3-6ft distance between staff and students.
- All serving areas will practice the social distancing and serving guidelines provided by The Holmes County Health Department.
- All practices will be designed according to each individual building.

RESTROOMS & DRINKING FOUNTAINS

Elementary Schools

1. Teachers can send one student at a time per student requests.
2. No large groups dismissed or congregating in or around the restrooms.
3. Teachers may schedule whole class restroom breaks at specific times each day if they are being supervised by a staff member who is ensuring that the students maintain social distancing while waiting in line. The number of students in the restroom will be no more than the number of toilets available.

Middle School & High School

1. No restrooms usage/availability between class changes
2. Teachers can send 1 student at a time per student requests (accurate sign in/out log of students dismissed to restroom)
3. No large groups dismissed or congregating in or around the restrooms.
 - a. Social distancing lines/markers will be placed outside the restroom to maintain appropriate social distancing.
 - b. Signs will be placed outside the restrooms stating the maximum number of students that will be allowed at one time.

All drinking fountains will be out of service, replaced by water bottle fill stations

- Students will be asked to provide their own water bottles.
- Schools may provide water bottles for those students unable to provide their own, or cups will be provided to use one time and then throw away.

TRANSITIONS

We will reduce hallway congestion and student contact through the following means:

1. Directional traffic flows (one way traffic or divided hallways). Visual cues will be used where needed.
2. Elimination of student locker stops between periods. Before school, lunch, after school.
3. Elimination of the use of restrooms during class changes
4. Reference Code of Conduct - no holding hands or PDA
5. Encourage single-file traffic flow
6. Encourage staff supervision and hallway monitoring (all available staff)
7. Classroom sign out will be utilized to keep track of the number of students in the halls and restrooms; teachers should not allow more than one student to leave classroom at a time.
8. Students will not be allowed to "run errands" for teachers

STUDENTS

Student Training

It is important to note that expected health practices will require new learned behaviors. Implement age-appropriate learning about COVID-19 control strategies for students on the first day of school, then continuously reinforced. This should be on-going to reinforce the importance of handwashing, physical distancing, cough and sneeze etiquette, and the importance of staying home when sick or displaying symptoms. All schools and offices should display environmental print promoting infection control strategies (i.e. cough/sneeze etiquette, proper handwashing, appropriate use of facemasks, physical distancing, importance of staying home when sick, etc.)

CLINICS/HEALTH CHECKS

Daily Health Assessments

Personnel and students who are ill must stay home from school and will be sent home if they become ill at school, particularly if they have COVID-19 symptoms - cough or shortness of breath without any other explanation, or fever.

Showing Symptoms of COVID-19 at School

Should students or employees exhibit symptoms while physically attending school in-person, they should report to a quarantine room, be required to wear a face mask and any adults interacting with them should be required to wear PPE. Those showing symptoms will be required to go home. Each building will designate a specific room to be used solely as a quarantine room.

POSITIVE COVID-19 CASE

Diagnosed or Exposure to COVID-19

Families and staff must notify school if they have been exposed to COVID-19 and are quarantined, or if a family member has been diagnosed with or presumed to have COVID-19 and/or is being isolated. Personnel and students with known exposure to someone with diagnosed or presumed Covid-19 must follow Health Department guidelines.

REMOTE LEARNING

If remote learning should be mandated in the future, teachers and staff will be designing instruction in such a way that we can transition in and out of possible remote learning situations as seamlessly as possible.

Remote Learning Procedures

1. Specials Teachers (Art, Music, PE) will provide virtual activities to online learners)
2. Teachers will follow common online learning expectations.
3. Students will be expected to complete the grade level curriculum and all assignments that are part of the learning process.
4. Students will be subject to grading.

LOCAL USE OF ARP FUNDS

The district will use funds to purchase supplies to maintain clean facilities for students and staff. The district has also added additional teaching staff in 2021-22 to help with learning loss. The assessment programs for this year will be used to guide academics to address the learning loss from COVID-19 educational delivery interruptions. This will include supplies, software, and technology needs. These funds will help us to keep district staff employed.