

# Wayne Community Schools-Return to School Chart - DRAFT

The purpose of this document is to provide a framework for how Wayne Community Schools will respond to the COVID-19 pandemic and its impact on the educational program during the 2020-2021 school year. As our plan was developed, we followed guidelines from the Nebraska Rural Community School Association (NRCSA) Considerations for Opening Schools document, guidelines from the Nebraska Department of Education (NDE), the Nebraska Schools Activities Association (NSAA), and constant and on-going meetings with Northeast Nebraska Public Health and administrators in Educational Service Unit 1 (ESU 1). Our goal was to take any and all relevant and accurate information to arrive at a plan that is specific to Wayne Community Schools. Our core beliefs developed by our administrative staff and approved by our school board are as follows;


- 1) The safety and health of students and staff is a top priority, and by following guidelines in this document our learning environment will be as safe as possible.
- 2) The protocols of our plan will be focused on social distancing, hand hygiene, sanitizing, and face coverings.
- 3) A high quality educational experience will be provided to all students regardless of circumstances.
- 4) We will maximize the amount of time in school, with consideration for PK-4 having priority for daily interaction at school.
- 5) If there is a need for remote learning there will be an accountability component for attendance and grades.
- 6) Special Education and EL students will receive direct services.
- 7) Physical, Social & Emotional needs for staff and students will be prioritized.
- 8) Activities will occur to the extent possible and within guidelines.
- 9) This plan will be in place for the 1st quarter and re-evaluated. Changes may be made earlier than the end of the 1st quarter if necessary.

This will be a community effort and shared responsibility by staff, students, parents, and community members. We will make every effort to communicate as much as possible, and encourage people to call school with questions and concerns. This documented plan will remain in place over the duration of the pandemic emergency.

We have worked closely with our public health partners and state associations to develop this plan that is based on four principles:

- 1) Use good hand hygiene practices and educate the students about the proper way to wash their hands, and follow practices of keeping hands away from their face.
- 2) Thoroughly clean and sanitize high touch areas on a regular basis.
- 3) Use the six foot social distancing to the extent possible, and encourage students and teachers to use social distancing.
- 4) When social distancing is not possible, all students and staff will be required to wear a face covering in the form of a cloth mask or face shield. The district will provide a minimum of two cloth face masks per student. Face shields will be allowed, but not provided.

On the next page is a color coded summary chart that the district will utilize to make decisions and communicate with our public. The district has developed a Pandemic Response Team that will be in place and meet regularly during the extent of the emergency. When making decisions, we will consult Northeast Nebraska Public Health, Providence Medical Center, and other local and state officials.

Green	Yellow	Red
<p style="text-align: center;"><b>Low/No Spread</b></p> <p>Low/no community spread of virus and impact on the health care system: school buildings open with minimal restrictions. Preventative practices and protocols will be instituted. Social distancing to the extent possible.</p>	<p style="text-align: center;"><b>Minimal/Moderate Spread</b></p> <p>Minimal/Moderate community spread of virus and impact on the health care system: School buildings are open, schedules and calendar may be altered, or staggered. Increase in COVID-19 symptoms in school and/or community. Consideration of having less than 100% of students in the school buildings.</p>	<p style="text-align: center;"><b>Substantial Spread</b></p> <p>Substantial community spread of virus and impact on the health care system: Consideration of school buildings are closed on a short term or extended basis, or open in limited numbers. Dependent upon public health or state measures.</p>
<p style="text-align: center;"><b>Enhanced Health Safety Precautions</b></p> <ul style="list-style-type: none"> <li>● Transportation with added safety measures</li> <li>● Increased use of hand sanitizer, hand washing and cleaning</li> <li>● Grab and go breakfast. Lunch with additional safety guidelines.</li> <li>● Limited visitors to school buildings</li> <li>● Masks required in school buildings during school hours</li> <li>● Masks required upon entering buildings for activities and when in commons areas such as restrooms and concessions</li> <li>● Parents and staff complete daily symptom checks</li> <li>● Limit large group gatherings</li> <li>● Activities and Kids Club with added safety measures</li> </ul>	<p style="text-align: center;"><b>Enhanced Safety Precautions IN ADDITION TO GREEN LEVEL MEASURES</b></p> <ul style="list-style-type: none"> <li>● Random temp checks</li> <li>● Very limited visitors</li> <li>● Consider lunch/breakfast in alternate locations or limited group size in the cafeteria.</li> <li>● Consider altered arrival and dismissal plan</li> <li>● Limit in-state travel and field trips</li> <li>● Masks required at all times in school buildings during school hours and activities</li> <li>● No assemblies or pep-rallies</li> </ul>	<p style="text-align: center;"><b>Enhanced Safety Precautions IN ADDITION TO GREEN AND YELLOW LEVEL MEASURES</b></p> <ul style="list-style-type: none"> <li>● No, or very limited, student attendance</li> </ul> <div style="text-align: center;">  </div>

In a “Green” status, we will operate with the full amount of students and staff in the buildings using safety precautions. Being in a “Red” or “Yellow” status does not necessarily mean the buildings will be closed. In “Yellow” we will need to increase the safety precautions, and may need to reduce the number of students and staff in the buildings. In “Red”, we will need to increase precautions more, and may need to deliver instruction remotely, or with a very limited number of students and staff in the buildings. Listed below are the various instructional models that could occur during the school year. Our goal will be to maximize the amount of time we are regular and full attendance.

## Instructional Model Description:

Description	Rationale
<b>Regular Instruction</b>	All students and staff in buildings following safety and social distancing guidelines
<b>Hybrid - remote and in-person instruction</b>	<p>If conditions require us to reduce the amount of students and staff in the buildings, we will have some students at school, some home. Examples could include;</p> <ul style="list-style-type: none"> <li>● Students remain in the classroom with teachers rotating to students.</li> <li>● Pk-4 at school, full days, 5-12 alternating days at school and remote.</li> <li>● Assessments on campus during remote learning</li> <li>● Serving Special Education and other select groups on campus</li> </ul>
<b>Remote Learning</b>	Students and staff are all home, or a minimal amount of kids at school for services.
<b>Short Term Closure</b>	The purpose of the short-term closure would be to contact trace, deep clean, and ensure the necessary exclusion of students and staff from campus
<b>Extended Closure</b>	If necessary to close our buildings for an extended period of time. Remote learning would take place.

Listed below are guidelines we will use for safety and academic planning:

Building Procedures		
<b>LOW/NO SPREAD BUILDING OPEN AS USUAL</b>	<b>MINIMAL/MODERATE SPREAD MODIFIED USE OF BUILDINGS</b>	<b>SUBSTANTIAL SPREAD SCHOOL BUILDINGS SHUT DOWN or LIMITED USE</b>

<p><b>Screening</b></p>	<ul style="list-style-type: none"> <li>• Communication with parents to monitor student symptoms at home before school. Wellness screenings will occur at school.</li> <li>• Designate areas for students/staff who show or report symptoms.</li> <li>• Send students home from school and consider keeping home until they have tested negative or have completely recovered according to CDC guidelines.</li> <li>• All students and staff should perform “self screening” before reporting to school each day.</li> <li>• If students or staff display any of the following symptoms, they are advised to stay home: Flu-like or COVID-like symptoms - include current symptom list Temperature of 100.4 or greater Difficulty breathing Sore throat Cough</li> </ul> <p>Temperature checks for students riding the bus will be performed by parents in the morning. If a student’s temperature is 100.4 or greater, the parent will need to inform the driver that the student will not be riding the bus and report the student’s 24-hour required absence to the school’s office. An earlier return to school may be possible with a doctor’s “return to school” note.</p>	<p>Temperature checks will be conducted daily upon arrival.</p> <ul style="list-style-type: none"> <li>• 100.4 degree threshold (home 72 hours fever free w/o medication)</li> <li>• An earlier return may be possible with a doctor’s return to school note.</li> </ul> <p>Staff Temperature Check:</p> <ul style="list-style-type: none"> <li>• Staff will take their own temp every morning.</li> <li>• Temps will be logged in a form, if temp is above 100.4 degrees notify administration.</li> </ul>	<p>Temperature checks will be conducted daily upon arrival.</p> <ul style="list-style-type: none"> <li>• 100.4 degree threshold (home 72 hours fever free w/o medication)</li> <li>• An earlier return may be possible with a doctor’s return to school note.</li> </ul> <p>Staff Temperature Check:</p> <ul style="list-style-type: none"> <li>• Staff will take their own temp every morning.</li> <li>• Temps will be logged in a form, if temp is above 100.4 degrees notify administration.</li> </ul>
<p><b>Hand Sanitizer/Hand washing</b></p>	<p>Teach and reinforce good hand hygiene practices with staff and students Consider where portable hand sanitizer stations will be located Systematically check and fill product as needed Allow student water bottles/only use bottle filler type drinking fountains</p>	<p>Increase frequency of times per day checking and filling product</p>	<p>Increase frequency of times per day checking and filling product</p>

<p><b>Health Protocols/Face Coverings</b></p>	<p>Students and staff are required to wear face coverings. Re-evaluate this monthly. Consider inventory of PPE and cleaning supplies and equipment. Consider protocols for vulnerable students and staff such as 504 plans and leave policies.</p>	<p>Re-stocking of materials, increase in cleaning of public restrooms, locker rooms</p>	<p>Consider all health precautions provided by local public health department if students and staff are in buildings</p>
<p><b>School nurse/designated symptom monitor</b></p>	<p>Monitor students and staff who are reported with symptoms Monitor students and staff with health related issues Assign a staff member in lieu of a school nurse - secretaries, para's, admin Train bus drivers, secretaries, first point of contact for symptom monitoring</p>	<p>Involve trained staff in more detailed symptom monitoring. Send students home who are reporting symptoms</p>	<p>Monitoring and check everyone who enters building</p>
<p><b>Guidance for exposure or confirmed positive case. (We will continue to monitor updated means with Public Health).</b></p>	<p>Consider public health recommendations. Assist public health in contact tracing</p> <p>Consider communication plans for students, staff, families, and community.</p> <p><b>Positive Case:</b> Students or staff who test positive for COVID-19, will not be allowed to attend school for approximately 10 days. They will be allowed to return to school when fever free for 24 hours, symptoms have notably improved, and a doctor's note has been obtained.</p> <p>Students may participate in the educational process remotely if possible. Staff will remain home per leave policy, substitute staff will be utilized.</p> <p><b>Exposure:</b> Those determined to have had close contact (within 6 feet for 15 minutes or more) with an individual who has tested positive for COVID-19, will not be allowed to attend school for 14 days from their last contact with the person who tested positive for COVID-19. Teachers may teach virtually with a substitute in the classroom (unless unable due to caring for a family member).</p>	<p>Same process as outlined.</p>	<p>Same process as outlined.</p>
<p><b>Visitor Restrictions</b></p>	<p>Restrictions on visitors/vendors - masks</p>	<p>Educational programs inside the school buildings are not</p>	<p>No visitors allowed. If necessary and</p>

	<p>required.  Parents allowed in the school building in designated areas only such as the office for appropriate circumstances determined by district and school officials.  Adults entering the building to wash or sanitize hands prior to entering.  TeamMates and educational programs to be determined by administration will be allowed following all precautions.  SPED, EL, and other related educational services are allowed. Masks and social distancing required.  Maintain accurate records, including day and time, of non-school individuals entering and exiting the building</p>	<p>allowed. SPED, EL, and other related educational services are allowed. Masks and social distancing required.</p>	<p>dependent upon regulations, SPED, EL, and other related educational programs are allowed. Masks and social distancing required.</p>
<b>Travel Restrictions</b>	<p>Travel should be regional/in-state.  Face coverings should be worn in vans and buses that cannot have social distancing.  Field trips should be discussed with administration prior to planning.</p>	<p>Consider if any activities will be limited for travel (teams/field trips/other activities)  Staff travel for workshops and conferences limited.</p>	<p>Student activities are likely cancelled or postponed.  No travel for workshops and conferences</p>
<b>Breakfast/Lunch</b>	<p>In commons and other designated areas.  Consider social distancing to the extent possible. No visitors allowed during lunch.</p>	<p>Consider staggering classes, limiting commons area usage, consider the number of students in commons and designated areas, consider meals in classrooms.</p>	<p>Consider offering meals as we did in spring/summer 2020.</p>
<b>Recess</b>	<p>Continue to have recess as scheduled with handwashing or hand sanitizer upon entry.  Regular cleaning of surfaces will occur.</p>	<p>Schools will implement zones for recess for assigned students to support physical distancing.  Cleaning will be completed daily</p>	<p>Limited to no recess if a limited number of students are at school.</p>
<b>Beginning of the day Staff</b>	<p>Staff will report for duty as assigned.</p>	<p><b>PK-6</b>  Teachers should be in their room and ready to receive students by 7:45 am.  <b>7-12</b>  Students in the building prior to 8:00 need to be in an approved meeting/practice and be supervised by a teacher/coach/sponsor until the 8:00 bell. With temperature checks.  Teachers should be in their rooms and ready to receive students by 7:45 .</p>	<p>Staff reporting protocols will be established by administration.</p>
<b>Beginning of the day students</b>	<p><b>K-6</b>  Students will enter the building when doors open and go directly to their assigned areas as determined by the principal.  <b>7-12</b></p>	<p><b>PK-6</b>  Students will enter the building when doors open and go directly to their classroom for temperature checks.  <b>7-12</b>  Students in the building prior to 7:45 need to be in an</p>	

	<p>Students in the building prior to 7:45 need to be in an approved meeting/practice and be supervised by a teacher/coach/sponsor until the 8:00 bell</p> <p>Students who are dropped off or arrive with a ride before 7:45 should remain in the cafeteria/commons and social distancing practices will be followed.</p>	<p>approved meeting/practice and be supervised by a teacher/coach/sponsor until the 8:00 bell</p> <p>Students who are dropped off or arrive with a ride before 7:45 should remain in the cafeteria commons and social distancing practices will be followed.</p>	
<b>End of the day</b>	<p>Regular dismissal.</p> <p>All students will be required to leave the building at the end of the day unless in an approved activity or working with a teacher.</p>	<p>Buildings may stagger or vary dismissal to a max of 10 minute difference from ending time.</p>	
<b>Cleaning of student and staff desks</b>	<p>Clean intermittently - approx. 3 times per day.</p> <p>Wash hands or sanitize when entering rooms.</p>	<p>Have cleaning supplies available to clean between classes.</p> <p>Designate who will be responsible for this cleaning. Clean when transitions occur.</p>	Clean after each use.
<b>Cafeteria/Commons Areas</b>	<p>Have cleaning supplies available to clean. Hand washing and hand sanitizer before entering.</p>	<p>Arranged seating, scheduled lunch times. Consider expanding the commons area to classrooms and the gym.</p> <p>Clean or sanitize between groups of students.</p>	Clean after each use.
<b>Cleaning restrooms during the day</b>	<p>Daily cleaning (2 X's per day) and supplies available for janitorial staff.</p> <p>Signage, STRESS handwashing!!</p>	<p>More frequent cleaning and supplies available for janitorial staff.</p>	Deep cleaning regularly.
<b>Cleaning during day - Water fountains, door knobs, handles, high touch surfaces</b>	<p>Daily cleaning of high touch areas, including water fountains.</p> <p>Students may have their own water bottle.</p> <p>Have wipes/spray available to use on door knobs and handles when used.</p>	<p>Increase daily cleaning of high touch areas and water fountains</p>	Increase daily cleaning of high touch areas and water fountains
<b>Locker rooms</b>	<p>Daily cleaning and supplies available for janitorial staff.</p> <p>Hand Sanitizer before and after entering the room.</p> <p>Signage, STRESS handwashing!!</p> <p>Educate students on social distancing in the locker rooms and proper sanitation. Clothes go home daily.</p>	<p>Supervised locker rooms by school staff to enforce social distancing, hand washing, and hand sanitizing.</p> <p>Continue to educate students on these guidelines.</p> <p>Clothes go home daily.</p>	
<b>Transportation **We ask parents to take the temperature</b>	<p>Regular transportation schedule and practices.</p> <p>Masks worn by drivers, staff and students.</p> <p>Family members sit together</p>	<p>Transportation provided as needed</p>	Transportation provided as needed.

<p>of their bus riding students prior to boarding. If the child's temperature is at or above 100, they will not be allowed on the bus.</p>	<p>Assigned seats</p>		
<p><b>Student Attendance</b></p>	<p>All students in grades PK-12 will attend school in person. Accommodations will be made for students in PK-12 who are unable to attend in person to utilize online learning through Zoom and other e-learning tools. Students will only have this option with a medical excuse provided by a doctor with a specified period of time notated unless approved by administration.</p>	<p>All students in grades PK-12 will attend school in person following the schedule implemented, such as hybrid instruction.</p>	<p>Specific students may be in school as necessary.</p>
<p><b>Staff Attendance</b></p>	<p>All staff will report as normal. Any questions or concerns relative to work expectations should be directed to the Superintendent.</p>	<p>All staff will report as normal. Any questions or concerns relative to work expectations should be directed to the Superintendent.</p>	<p>All staff will report as directed. Any questions or concerns relative to work expectations should be directed to the Superintendent.</p>
<p><b>K-12 Activities/Practice</b></p>	<p>Activities and Athletics will be conducted in accordance with NSAA guidelines. Coaches will temperature check anyone who enters the building early. Anyone with a reading of 100 will be sent home. Students must attend school on campus as prescribed in the handbook to participate or attend activities/events/practices or any other on campus or traveling event.</p>	<p>Activities and Athletics will be conducted in accordance with NSAA guidelines. Coaches will temperature check anyone who enters the building early. Anyone with a reading of 100 will be sent home. Students must attend school on campus as prescribed in the handbook to participate or attend activities/events/practices or any other on campus or traveling event.</p>	<p>It is probable that activities will not occur.</p>
<p><b>Special Education</b></p>	<p>Needs for Special Education and 504 students will be dealt with on an individual case-by-case basis.</p>	<p>Needs for Special Education and 504 students will be dealt with on an individual case-by-case basis.</p>	<p>Needs for Special Education and 504 students will be dealt with on an individual case-by-case basis.</p>



