

CANTON PUBLIC SCHOOLS



RETURN-TO-LEARN PLAN

IN RESPONSE TO COVID-19

August 2020

DEFINITIONS

“Certified Healthy” - Students will be considered certified healthy if the parent/guardian has confirmed that the student does not show symptoms in accordance with CDC guidelines on page 7-8 (Symptom Monitoring)

“On site learning” Students who choose this option will physically attend school as normal with in-person instruction. A traditional school day will be followed. These students will be asked to follow the protocols stated in the Return to Learn document. CPS will revise protocols based on the current guidelines of the Oklahoma Health Department and CDC. These students will transition as needed between on site and distance learning if the need arises.

“Home-Based Learning” This type of learning will occur if need arises for CPS to be closed at any time during the regular school year determined by the district, city or state. This type of learning can be used in the event of student exposure or illness resulting in a quarantine for that student. This type of learning counts as a school day (not a traditional absence if a student completes lessons within allotted time.) Students continue to learn new material with teacher support. Students receive support and guidance from teachers until on campus classes can resume. Lessons may be pre-recorded or live lessons. This type of learning may be chosen upon enrollment or upon a change in circumstances regarding student or family health. This will be the online option for our students. Students may be required to come into the school building periodically for assessment, but appointments will be made so that the student is isolated from the other students.

“Distance Learning” Distance learning is the process we will move to in the event we must close our campus for a period of time. If we move to the distance learning model, it will be for all grade levels and all classes. This method will be very similar to Home-based learning, and more details will be provided as the year progresses.

CDC - Centers for Disease Control

CPS - Canton Public School

A positive diagnosis/case at school does not necessarily mean shutting down a school site or the entire district. Working with health officials will mean completing contact tracing and possibly suggesting students to be tested. Because of changing and uncertain conditions, students, parents, and staff should be prepared to transition to distance learning at any time.

INTRODUCTION

Planning for and starting the 2020-2021 school year has been, and continues to be, far different than the start of any other school year. We have created this plan to aid in navigating the reestablishment of our school to ensure that employees, students and families feel safe, and to reduce the impact of COVID-19 conditions upon returning to the district. The guidelines contained in this document are based on guidance from local, state, and federal agencies as well as consultation with neighboring school districts. We are constantly evaluating safety protocols and revising these as mandates and guidelines come about from the Oklahoma State Department of Education and the CDC.

We will begin school on August 13, 2020, in a traditional manner that will be as close to normal as possible while adhering to guidelines established by the State Department of Education and the State Health Department. Although this is our current plan, we do realize that this is an ever-changing situation, and adjustments may be made as we progress through the school year. If something is not working, we will be willing to change if it is necessary, so please bear that in mind as we move forward to ensure the best possible learning environment for our students.

GENERAL PROTOCOLS:

We will rely on parents/guardians to be the first help in monitoring possible problem areas. Families are expected to screen children for fever and/or other symptoms associated with COVID-19 prior to students' arrival at school each day. At enrollment, a checklist will be provided to parents for home use. **It is imperative that students stay home if they have a fever or symptoms related to COVID-19.** Please make sure your student is fever free without the use of fever-reducing medications for 24 hours before sending them back to school.

Students that get on the school bus or arrive at school are to be considered as "Certified Healthy" by the parent/guardian.

Visitors to our school will be limited and screened at the main entrances to each building. If you need to visit our school, we ask that you call ahead and let the secretary know you are coming. Any visitors/guests needing to enter the school will have temperatures checked and masks must be worn in the building. Parents will not be allowed to access classrooms, walk students inside the building, or to eat lunch with their child at this time. Meetings may be arranged by appointment and approval of Canton Administration.

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A flexible attendance policy will be in place this year as students, teachers, and staff are expected to stay home if they are not feeling well, exhibiting any symptoms of COVID-19. Because of our online capabilities, it may be possible for a student to be at home and not miss any instruction or assignments. The district's fever policy will continue to be enforced, and individuals with a temperature above 100.0 will not be permitted at school. Additionally, a distance learning attendance policy is in place for home-based learning as required by the Oklahoma State Department of Education. School principals will work with families to ensure appropriate attendance codes are used for absences related to COVID-19. We will do everything we can to ensure our students' education.

Staff members are encouraged to disinfect their classrooms/workstations multiple times throughout the day, giving special attention to commonly touched surfaces. Cleaning sprays and wipes will be available to clean and disinfect frequently touched objects and surfaces. The CPS custodial team will clean and disinfect each building daily and whenever needed, adhering to the necessary safety precautions as outlined by the Oklahoma Department of Health and the CDC guidelines. CPS has purchased alcohol-based hand sanitizing stations that will be available throughout the classrooms and in common areas. Students will be encouraged to wash their hands on a regular basis.

BUS TRANSPORTATION:

CPS will provide bus transportation unless we are advised it must stop. Students who board the bus will be deemed as "Certified Healthy" by the parent/guardian. Students who ride a bus will have assigned seating with distancing from non-family members as much as possible. The number of students per route will be limited. Windows will be open on buses to maximize air flow while on routes unless weather does not permit. **Parents should consider bringing their students to school or having them walk if possible to help alleviate overcrowding on buses.** This will limit the number of students on buses and allow for students to be spread out in order to social distance. All school busses and methods of transportation will be cleaned and sanitized as often as possible. If a bus driver shortage occurs due to COVID related issues, the district may be forced to reduce the number of routes and limit bus transportation. Some bus routes may have multiple trips/drop off times at the school. These bus riders may arrive before 7:45 and will be allowed to wait in the cafeteria while abiding with all CDC guidelines and spacing. Bus stops will be placed throughout the town based on student population and number of buses available. Bus drivers will be required to wear a mask, and students are strongly encouraged to wear a mask until further notice.

THE SCHOOL DAY:

School buildings will open at 7:45AM for students. Student's being dropped off will not be allowed to enter the building until 7:45AM.

Elementary students will go directly to their homeroom classroom where breakfast will be available in the classroom.

High school students will come in the cafeteria doors, pick up a "grab & go" breakfast and head to their first hour class immediately. HS breakfast must be finished eating breakfast by 8:15AM. (First bell). Last-period split leave times may be used to reduce the number of students riding the bus at the end of the day.

Upon arrival at school, staff and students may have their temperature taken if experiencing any symptoms. If a student exhibits a temperature of 100.0 or greater, they will be isolated, and their parent/guardian will be contacted to pick them up immediately. **It is essential that all students have a person and phone number listed on their enrollment form where contact can be made with a parent or guardian who can pick the child up immediately and ensure their medical well-being.** If any staff member becomes ill at school or is exhibiting symptoms of COVID-19, they may be isolated and/or asked to leave and go home or to the nearest health center.

School water fountains may not be available at this time. Students will need to bring their own **clear water bottle** for the day. We will have water-bottle filling stations in each building. High School will have one in the cafeteria, in the hallway tunnels by the basketball court, and one by the main office bathrooms. Elementary students will have sinks in each classroom while high school students will have water bottle stations for their use.

CPS will be monitoring the number of students in each classroom, their seating arrangements as well as limiting the number of students in common areas. CPS staff, students, and visitors should practice staying approximately six (6) feet away from others and abstaining from close contact with others.

Dismissal procedures will be altered at each building to avoid congestion and accommodate physical distancing guidelines during high-traffic times.

CAFETERIA/MEAL TIME:

Breakfast will be served in the elementary classrooms, and students should be finished eating breakfast by 8:15 when the tardy bell rings. High school students who wish to eat

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school breakfast will come in the cafeteria doors, pick up a “grab & go” breakfast and head to their first hour class immediately. HS breakfast must be finished eating breakfast by 8:15AM. (First bell)

Students may bring their own meals from home or be served individual meals in the cafeteria for lunch. Students will be spread out throughout the cafeteria with teachers monitoring students for social distancing. Tables and seats will be disinfected after each group leaves. No guests will be allowed to have meals on site at this time.

Gloves and masks will be worn during food preparation and service by cafeteria staff.

CLASSROOM GUIDELINES:

Classrooms will be arranged to provide as much social distancing as possible.

Students will utilize their own supplies. Where tools/items are shared, appropriate disinfecting protocols will be used.

CPS will issue Chromebooks for use by students at school. 5th through 12th grade students will be provided with a chromebook as a resource if home-based learning becomes necessary.

Teachers will have access to sanitization materials and will wipe commonly touched surfaces on a regular basis.

Parents will not be allowed to access classrooms, libraries, or other areas. Pre-packaged store bought snack items for the whole class may be allowed with approval of the teacher and building administrator.

SCHOOL ACTIVITIES:

Extra and co-curricular activities, i.e. Vocal Music, Art, STUCO, FFA, FCCLA, Field Trips, Athletics, Gifted/Talented, Academic Team, History Day, Yearbook and Newspaper, National Honor Society and others are all vital elements of a student’s school experience. Several ideas are being considered in these areas. We will work to ensure our students have the opportunity to participate in their respective activities if at all possible. Research is currently underway by the NFHS, CDC, and other entities to help us know and apply the best practices in order to protect our students involved in extracurricular activities.

ACADEMIC PLAN OPTIONS:

*****CPS different learning options are detailed at the beginning of this document.*****

School will begin as regularly scheduled with in-person instruction. If we are forced to return to distance learning, we will utilize our available platforms to provide the best instruction possible under these circumstances. CPS has purchased laptop computers for each teacher, ensuring that each has a microphone and camera so teachers can live-stream their lessons and post recordings. Teachers will communicate, provide instruction, and track student progress with students via email, group chat, Google Classroom/Hangouts, Zoom, and other necessary platforms. **These grades WILL count toward your student's overall grade and can negatively impact the grade!**

For parents who wish to keep their children at home, a full-time home-based option will be available for them. If a student is enrolled in CPS as a full-time home-based student, they must remain as such until the set period determined by the building principal before coming back to regular in-person classes. Students who wish to participate in home-based learning will enroll during regular enrollment with the building principal. In the elementary building, each teacher will provide a home-based classroom syllabus at the Meet the Teacher event. High school will give their syllabus out at the beginning of the year. CourseWare by Edmentum, Edgenuity, Google Classroom, or similar platforms will be the online provider for students who choose the Home-based option.

Please understand that there is a difference between home-based learning and distance learning. Home-based learning is for those who do not wish to be educated at the school building. Distance learning is the process we will move to in the event we must close our campus for a period of time. If we move to the distance learning model, it will be for all grade levels and all classes. This method will be very similar to Home-based learning, and more details will be provided as the year progresses.

Any move to the Distance Learning Model will be done under the direction of State and Local Health Departments.

At this time, we will not require the use of face coverings or masks while at school. The CDC and State Department of Health strongly recommend the use of masks when in public. We support these recommendations and will work to ensure any student who wants or needs to wear a mask is afforded this opportunity.

We will be closely monitoring guidance from the Oklahoma State Department of Education, State Department of Health, and the CDC to make adjustments to this plan as dictated by these organizations.

Thank you for working with us to help get your students educational experience as “back to normal” as possible. We are working to provide stability for our students in this ever-changing situation. **Student and staff safety is of utmost importance to CPS.** The plans above are subject to change as new information becomes available. Thank you for your continued support during these uncharted times.

Symptom Monitoring

Based on CDC Guidelines

- CPS Staff will complete a self-screening daily which includes a temperature reading and answering a set of questions related to COVID-19 symptoms.
- Parents/guardians are expected to screen their students for COVID-19 symptoms each day prior to sending their students to school “Certified Healthy”
- People with COVID-19 have reported a variety of symptoms ranging from mild to severe. Symptoms may appear anywhere from 2-14 days after exposure to the virus. Families should monitor children and should not send them to school if they have one or more of the following symptoms:

Cough	Shortness of breath
Chills and/or repeated shaking with chills	Muscle pain/Body Aches
Headache	Sore throat
Loss of taste or smell	Diarrhea
Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit.	

*****This list does not include all possible symptoms, and the CDC will continue to update this list as we learn more about COVID-19.***

- If a student begins displaying COVID-19 symptoms at school, he/she should report to the office immediately. Parents will be notified to pick up their child immediately.

COVID-19 PROTOCOLS

Staff or students suspected or known to have contracted COVID-19 and have exhibited symptoms may return to school when **ALL** of the following conditions have been met:

***24 hours without fever**

***Symptoms no longer present**

***Release from the doctor (if available) or mandatory 14 day quarantine since onset of symptoms**

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Staff or students with known close contact(closer than 6 feet for longer than 15 minutes) with an individual who has tested positive for COVID-19 may return to school when a 14 day quarantine **(or other action as determined by school administrators through consultation with the Department of Health)** is completed. If a person has symptoms of COVID-19 and chooses not to be evaluated by a medical professional or tested, the school must assume the person is positive and may not return to school until the first two criteria have been met or at least 14 days have passed since the first symptoms.

Types of Learning Models that will occur for 2020-2021 for CPS

Option 1 - On site learner

Option 2 - Home-Based Learning

***Medical exemptions/circumstances may allow for a student to change option plans. These situations will be approved by Canton Administration.**

- Students in the elementary school who **choose** to be “home-based learners” will not participate in organized sporting and music classes.
- High School student’s choosing “home-based learners”, who participate in extracurricular activities (i.e. Music/Art/Sports), may not be eligible to play in accordance with local board and OSSAA regulations and policies.*
- Elementary students who **choose** to participate in home-based learning will only be allowed to change back to on-campus instruction within the first two weeks of school or at the end of the 9-week period or with administrative approval.

SUPPORT FOR FAMILIES

COMMUNICATION METHODS: To stay updated on the most up-to date information:

- a. School Reach Telephone systems: Please give the school office your current and correct phone number and listen to the messages as this is one of the first ways that information is given out to our parents.

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- b. Teachers, students, and parents need to check and update their email as often as necessary to receive updates. Students will be issued a school email upon enrollment.
- c. Visit our district website: <https://canton.k12.ok.us/>
- d. Follow the school site group on Facebook.
For Elementary: Canton Elementary School Group
For High School: Canton High School
- e. Google Classroom, Remind, SeeSaw , or similar platforms as determined by teacher classrooms.

GRADES: The requirements and expectations regarding assignments and grades will be the same no matter which option is chosen. Home-based learners will be required to complete and return assignments as stated in each teacher's syllabus for home-based learning.

INTERNET CONNECTION PACKAGES FOR SCHOOLS:

Pioneer Distance Learning package information:

Franklin R717 MiFi Mobil Hotspot for \$85; No contract or commitment; Unlimited Data for only \$21.95/month; Safe and Secure learning with WebTitan Web Filtering, CPA Compliant

For questions about wireless or dsl coverage, contact Toni @ 405-375-0374 To sign up: 800-641-2732

Thank you for your continued support!

