



**2020-21**

Dear Parent/Guardian:

As a building we are beyond excited to have students back at school starting Aug. 19. We are committed to providing a safe learning and working environment for all students and staff. Our team has worked to develop a comprehensive framework that incorporates the most current guidance from health experts, educational leaders, as well as feedback from parents. The protocols outlined in our plan will help us reduce the risk and hopefully mitigate the spread of COVID-19 throughout the community of Riverton. This document is divided into two sections: Operations (On-Site and Remote Learning Guidelines) and Health and Safety.

As educators, and as parents, there is no doubt that on-site learning and support is best for most students and is beneficial to not only their academic success, but their social-emotional health. While a majority of our families have told us they want to be back in school, others have expressed the desire to have a remote learning option. Knowing that a “one size fits all” plan will not work for everyone, and there is not the perfect plan out there that meets everyone’s needs, our staff has worked extremely hard to create a plan that best accommodates all students, staff, and parents. With that being said, our district is offering two learning options for the 2020-21 school year: on-site (or in-person) or remote learning (learning from home). Details about each option are provided within this document.

We recognize that there is the possibility of a COVID-19 outbreak within our school and the community of Riverton. Therefore, we must all be prepared to adapt to any number of actions to increase preventative measures in response to changing circumstances throughout the school year. There may be changes to community health requirements that would require school districts to shift learning strategies and environments.

We will continue to rely on the recommendations of public health experts, specifically the Cherokee County Health Department. We will remain in constant communication with our public health partners throughout this pandemic as we recognize this is a time to be careful, deliberate, and prudent.

We Are All In This TOGETHER!

Zach Martin

Middle School Principal

## SCHOOL CALENDAR

The 2020-2021 school calendar has been amended to push the start of school back one week later. The first day of student attendance will be Wednesday, August 19, 2020. At this time, the ending date of school remains the same as adopted by the Board of Education. Likewise, school hours will remain the same. These items could change if the school district experiences an outbreak of illness or a high number of school closures due to weather.

## FACE COVERINGS, MASKS AND OTHER PPE

Best practice suggests that visitors, staff, and students should wear masks or face coverings while inside school facilities unless it inhibits a person's ability to perform his or her job, inhibits a student's ability to participate in the educational process or is disruptive to the educational environment.

At this time, the district will follow **Executive Order No. 20-59 (See Appendix A)** requiring all students, faculty, staff, vendors and other visitors to public or private PK-12 school attendance centers to cover their mouth and nose with a mask or other face covering at all times EXCEPT as described below:

- While eating
- While working-other than to prepare food or meals-in a room or office that is not open to students or visitors and in which all individuals present can maintain 6 ft. distance from other individuals with only infrequent or incidental moments of closer proximity;
- While engaged in an activity during which it is unsafe or impossible to wear a mask or other face covering;
- Children who are not students and are 5 years of age or under-children age 2 years and under in particular should not wear a face covering because of the risk of suffocation;
- Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering-this includes persons with a medical condition for whom a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;
- Persons who are deaf or hard of hearing, or communicating with a person who is deaf or hard of hearing, where the ability to see the mouth is essential for communication
- Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines; and
- Persons engaged in any lawful activity during which wearing a mask or other face covering is prohibited by law

Should Executive Order 20-59 expire, or be ruled by the Cherokee County Commission to not apply, USD 404 will follow the recommended guidelines set forth in the “Navigating Change” document released and approved by the Kansas State Board of Education.

- It is recommended that all visitors, USD 404 staff, and students in grades 7-12 wear masks or face coverings while inside school facilities unless it inhibits the person’s ability to perform his or her job, inhibits a student’s ability to participate in the educational process or is disruptive to the educational environment. The recommendation to wear face coverings would not apply to PreK-6th grade students.
- Masks or face coverings are also recommended outside when social distancing is not possible.
- Face coverings will be recommended anytime social distancing and cohorting cannot be maintained.
- All students will be provided, free-of-charge, one reusable face covering. Students may wear the mask of their own choosing that meets acceptable guidelines.
- The Superintendent, in coordination with the Cherokee County Health Department and the school nurse, may amend the requirement to wear masks and alter safety protocols if conditions in the community warrant.
- **Mask/Facial covering Exemptions MUST come from a doctor.**

### ON-SITE LEARNING:

Riverton Middle School will adopt and adhere to sound public health and hygiene measures. Based on current information from public health experts, COVID-19 primarily spread through respiratory droplets, the most important preventative measures are those that limit contact with respiratory droplets from others.

In order to increase the likelihood of consistent and continued on-site learning, Riverton Middle School will be taking the following safety precautions for students on-site.

### SCHOOL BUS TRANSPORTATION

- Parents are encouraged to transport their children
- Bus drivers and monitors are required to wear face coverings while students are loading and unloading.
- Students are strongly encouraged to utilize face coverings while on the bus.
- Efforts will be made to limit students to two to a seat. Family members will be seated together while riding the bus.
- Buses will be appropriately cleaned and disinfected after each route.
- Buses will have hand sanitizer available on each route.

## ARRIVING TO SCHOOL

If students do not ride the bus to school and are instead dropped off each morning, we ask that students be dropped off outside the main entrance of the middle school in the east parking lot. Students will not be allowed entry into the building BEFORE 7:15. When students arrive in the morning, they will report to their Teacher Advisory/Home room class, NOT the cafeteria. Teachers will be in the classroom at 7:30 to assist in supervising students. **PLEASE NOTE: Students temperatures will be checked when they arrive each day.**

## BREAKFAST

Breakfast will be available each morning as a “grab and go” option. Breakfast will be delivered and available to students in their Advisory/Home Room class. Students will eat breakfast in their classrooms.

## CLASSROOM/SCHOOL DAY

- Classroom desks and common seating areas (including tables) will be arranged to maximize space between students. Chairs and desks will also all be facing the same direction
- Students will have assigned seating in each classroom (to assist in contact tracing should it become necessary)
- **Hand Sanitizer Procedures**. After each bell, teachers will spray every desk with disinfectant. Upon entering the classroom, students will receive a paper towel to wipe down their desk
  - Students will be required to use hand sanitizer each time they enter and exit a classroom (“gel in and gel out”)
  - If any students or staff coughs or sneezes into their hand, they should wash or use hand sanitizer immediately afterwards
  - All classroom door will be propped open to reduce touching of door handles
- **Passing Periods**. Class dismissal times will be slightly staggered to help decrease hallway congestion.
  - All staff and students will be REQUIRED to wear facial covering/masks during passing period
  - **No Lockers**. Students will be allowed to carry backpacks and their supplies from class to class
  - **Restrooms** will not be available during passing periods. This will be taken care of during class time
  - **Water fountains** will be disabled. However, the water bottle filling station will be available. Students are encouraged to bring their own water bottles.

## LUNCH

Lunch will be “grab and go” options to begin the school year.

- Classes will be staggered in their dismissal to lunch
- Seating areas will be arranged and designated to maximize space between students. **Students will NOT be allowed to move their chairs because of this. If this becomes an issue, assigned seating may be utilized.**
- Parents/Visitors will NOT have the opportunity to join their child for lunch on-site. Parents are encouraged to limit the times they check their students out for lunch and/or drop-off lunch, in an effort to minimize unnecessary potential exposure.

## SCHOOL DEPARTURE

- Students will be expected and required to leave school grounds immediately when school is dismissed. Students will NOT be allowed to remain on school property to wait for a sibling to finish their after school responsibilities (i.e. athletic practice, ZAP, etc.). Parents/guardians should remain in their car for student pick-up. In-person parent pick-up after school is not allowed to avoid parent gatherings in school lobby or in front of school.

## VISITORS

Visitors/parents will be asked to make an appointment with the office should they need to visit the school. If a parent has an appointment, they will be strictly limited to the main office and be required to wear a mask before entering. They may also be required to undergo a temperature check and answer certain health screening questions.

## REMOTE LEARNING:

As mentioned earlier in this document, some parents have expressed interest in keeping their students at home and choosing the Remote Learning Option. While we were proud of the Continuous Learning Plan we created in a week's time last March, the plan for this fall must be more rigorous.

If you are choosing the Remote Learning Plan, please know that this will look quite different than it did last spring. The Kansas State Department of Education has set new guidelines for Remote Learning for all students and school districts in Kansas. These include:

### Remote Learning (Grades PK-12)

- Learning will take place at home.
- Remote students are assessed on the same standards and competencies as on-site students.
- Students in grades 6-8 will use Google Classroom as the learning platform.
- A daily log of minutes worked must be maintained and signed by the parent/guardian. Each student is required to log 396 minutes per day.
- Students must have daily contact with a teacher. Daily connections with teachers may be through telephone and/or video conferencing. Note that contact is required with at least one teacher.
- Students choosing the remote learning option understand that they are making a semester long commitment. Likewise, students choosing this learning option are NOT eligible for participation in extracurricular activities.

In the event of unscheduled school/grade level closings, students who have chosen In-Person Learning will be transitioned to a **Hybrid Learning** concept. Hybrid learning will comprise a mix of both in-person and remote learning, with the percentage of in-person instruction dependent upon the circumstances surrounding the need to shut down the school district, a specific building(s), or individual grade level(s).



## HEALTH AND SAFETY

### WHAT IS COVID-19?

The novel coronavirus, COVID-19 is one of seven types of known human coronaviruses. COVID-19, like the MERS and SARS coronaviruses, likely evolved from a virus previously found in animals. The remaining known coronaviruses cause a significant percentage of colds in adults and children, and these are not a serious threat for otherwise healthy adults.

Patients with confirmed COVID-19 infection have reportedly had mild to severe respiratory illness with symptoms such as fever, cough, and shortness of breath.

### SYMPTOMS OF COVID-19 (See Appendix )

- Persistent Cough
- Shortness of breath or difficulty breathing
- Fever of 100.4 degrees or higher
- Chills, repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell
- Runny nose or congestion
- Other flu-like symptoms, such as nausea, vomiting, or diarrhea.

### HOW IS COVID-19 SPREAD?

COVID-19, like other viruses, can spread between people. Infected people can spread COVID-19 through their respiratory secretions, especially when they cough or sneeze.

According to the CDC, spread from person-to-person is most likely among close contacts (about 6 feet). Person-to-person spread is thought to occur mainly via respiratory droplets produced when an infected person coughs or sneezes, like how influenza and other respiratory pathogens spread. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. It is currently unclear if a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes.



## **STUDENT/STAFF HEALTH PRECAUTIONS**

It is important that all families and staff partner with us in monitoring health. We ask that students and staff take their temperature on a daily basis at home prior to coming to school facilities and events. No student or staff with a fever of 100.4 degrees may enter any district facility. No fever reducing medication may be taken to reduce fever. We also ask that students and staff members follow the self-screening checklist prior to entering any district facility:

1. Do you have a fever of 100.4 or higher?
2. Do you currently have flu like symptoms?
3. Do you currently have a cough or experiencing shortness of breath?
4. Have you had a sudden loss of taste or smell?

### **Student Illness:**

- Students who are ill or experiencing COVID-related symptoms should not report to school and should notify the school.
- If students become ill after arriving at school, students will be isolated from others (Masks may be used if needed in efforts to isolate) and sent home immediately. Parents should make arrangements to pick up students from the health office as soon as possible to avoid prolonged exposure.
- Students who exhibit symptoms of COVID 19 should contact their health provider for additional instructions.
- Unless otherwise cleared to return to school by a doctor, the student must remain at home for 10 days AND until he or she is symptom free for 72 hours without the use of fever-reducing or other symptom-altering medicines. Whichever criteria is longer.
- Students who have been tested and are awaiting results should remain isolated at home until the results are received.

### **Staff Members Health and Safety Precautions:**

- Prior to reporting to work daily, employees should self-assess their health and not report to work if they have a temperature more than 100.4 degrees, feel sick or have COVID 19 symptoms.
- Staff members who exhibit symptoms of COVID 19 will be asked to leave the attendance center, return home and should contact their health provider for additional instructions.
- Unless otherwise cleared to return to school by a doctor, the employee must remain at home for 10 days AND until he or she is symptom free for 72 hours without the use of fever-reducing or other symptom-altering medicines. Whichever criteria is longer.
- Employees who have been tested and are awaiting results should remain isolated at home until the results are received.













- The district will provide facial coverings or employees may wear their own. Employees may wear gloves, however, handwashing or use of hand sanitizer is strongly advised.

### **Protocol for Students or Staff Who Test Positive**

- The Cherokee County Health Department (CCHD) will provide official notification to the district of any positive COVID-19 case.
- The CCHD will provide guidance on the level of concern, potential for classroom or school closure, and length of closure.
- The CCHD will be responsible for and conduct contact tracing of individuals who may be at-risk of exposure to the virus, and will be in contact with those individuals regarding recommended next steps.
- The district will work closely with the CCHD investigating and enforcing cases requiring isolation for individuals who have or are believed to be high risk for testing positive for COVID-19.
- The district will work closely with the CCHD investigating and enforcing cases requiring quarantine of those individuals considered a “contact” of someone who has or is believed to be high risk for testing positive for COVID-19.

### **Communication Protocol for Students or Staff Who Tests Positive**

- School officials will send information to parents and staff within 24 hours of the district’s notification regarding known positive cases of students and staff. The CCHD will conduct contact tracing and follow-up with impacted individuals.
- Except for circumstances in which the District is legally required to report workplace occurrences of communicable disease, the confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent practical under the circumstances. When it is required, the number of persons who will be informed of an employee’s condition will be kept at the minimum needed not only to comply with legally-required reporting, but also to assure proper care of the employee and to detect situations where the potential for transmission may increase. The District reserves the right to inform other employees that a co-worker (without disclosing the person’s name) has been diagnosed with COVID-19 if the other employees might have been exposed to the disease so the employees may take measures to protect their own health.

SYMPTOMS	COVID-19*	COLD	FLU	ALLERGIES
 <b>Fever</b>	<b>Common</b> (measured at 100 F or higher)	<b>Rare</b>	<b>High (100-102 F), can last 3-4 days</b>	<b>No</b>
 <b>Headache</b>	<b>Sometimes</b>	<b>Rare</b>	<b>Intense</b>	<b>Sometimes</b>
 <b>General aches, pains</b>	<b>Sometimes</b>	<b>Slight</b>	<b>Common, often severe</b>	<b>No</b>
 <b>Fatigue, weakness</b>	<b>Sometimes</b>	<b>Slight</b>	<b>Common, often severe</b>	<b>Sometimes</b>
 <b>Extreme exhaustion</b>	<b>Sometimes</b> (progresses slowly)	<b>Never</b>	<b>Common</b> (starts early)	<b>No</b>
 <b>Stuffy nose</b>	<b>Rare</b>	<b>Common</b>	<b>Sometimes</b>	<b>Common</b>
 <b>Sneezing</b>	<b>Rare</b>	<b>Common</b>	<b>Sometimes</b>	<b>Common</b>
 <b>Sore throat</b>	<b>Rare</b>	<b>Common</b>	<b>Common</b>	<b>No</b>
 <b>Cough</b>	<b>Common</b>	<b>Mild to moderate</b>	<b>Common, can become severe</b>	<b>Sometimes</b>
 <b>Shortness of breath</b>	<b>In more serious infections</b>	<b>Rare</b>	<b>Rare</b>	<b>Common</b>
 <b>Runny nose</b>	<b>Rare</b>	<b>Common</b>	<b>Sometimes</b>	<b>Common</b>
 <b>Diarrhea</b>	<b>Sometimes</b>	<b>No</b>	<b>Sometimes**</b>	<b>No</b>

PLANNING AND SCHOOL SAFETY OPERATIONS

For more information: [www.kdheks.gov/coronavirus](http://www.kdheks.gov/coronavirus)

\*Information is still evolving.  
\*\*Sometimes for children.

Source:

APPENDIX

APPENDIX A