

# Wiggins School District RE-50J Reopening Schools 2020-2021

Wiggins School District RE-50J will follow the posted calendar that was approved by the school board.

1. The Secondary School will open its doors on August 19<sup>th</sup> for New Students/7<sup>th</sup> grade/and 9<sup>th</sup> grade orientation
2. First-6<sup>th</sup>/8<sup>th</sup> grade/and 10<sup>th</sup>-12<sup>th</sup> grade will attend on August 20<sup>th</sup>
3. Kindergarten will attend on August 27<sup>th</sup>
4. Preschool will attend September 8<sup>th</sup>

We are confident that our plans and procedures will allow our students a safe return to school so they may receive the education they deserve.

In this plan you will not only see the safety measures we have in place for our campus as well as events, but also the supports we have in place should a student become ill or live in a household with an infected family member and need to have an extended absence.

We pride ourselves at Wiggins School District RE-50J in already having a wide variety of educational options for our students and now is no different. We are sure that whatever your student or family may be facing, we have a solution for them. As with all best laid plans, this plan is subject to change and growth.

**We welcome any feedback or questions!**

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## Wiggins School District RE-50J meets the Colorado Department of Education's Checklist for Reopening Schools.

- *Local Conditions to Guide Reopening Decisions*
- *Plan to Address Positive COVID-19 Cases or Community Surges*
- *Injury and Illness Prevention Plan*
- *Campus access*
- *Hygiene*
- *Protective Equipment*
- *Physical Distancing*
- *Cleaning/Disinfecting*
- *Employee Issues*
- *Communication with Students, Parents, Employees, Public Health Officials and the Community*

# Reopening

***2020/2021 Reopening is based on our most current information and can change based on factors when school starts or if state guidance changes.***

## **Present Day**

Co-Curricular and extracurricular activities have begun with safety protocols already in place. Sports teams are running practices and are scrimmaging teams from nearby schools.

## **August 3-7, 2020**

- Registration
  - Preschool
    - Registration may be done at any time prior to this date. Early registration is recommended. The Preschool registration packet can be found using the preschool link found on the Wiggins School District website. Registration packets may also be picked up from Miss Lisa at the preschool building. Please contact Miss Lisa at 970-483-7783.
  - K-12
    - Registration for students in grades K-12 will take place August 3rd-7th. Registration for new and returning students will be an online registration process. We will be providing further information on the steps to register your new or returning students soon. All students new and returning are required to register.
    - All athletes/parents grade 7-12 need to register at [planeths.com](http://planeths.com), fill out and initial all forms, and have a current physical uploaded before they may begin practice.

## **August 6<sup>th</sup>**

- Teacher Clerical/In-service

## **August 14<sup>th</sup>**

- New Teacher Induction
- Teacher In-service

## **August 17-18**

- Teacher In-Service/Clerical

## **August 19**

- Secondary Student Orientation
  - New Secondary Students
  - All 7<sup>th</sup> Grade
  - All 9<sup>th</sup> Grade

## **August 20**

- 1<sup>st</sup>-6<sup>th</sup> Grade First Day 7:55 start time/3:20 dismissal
- **All Secondary Students** First Day 7:50 start time/3:30 dismissal

## **August 27**

- Kindergarten First Day

## **Sept 8**

- Preschool First Day

**Wiggins School District RE-50J will begin classroom-based “Traditional” school with safety protocols in place.**

- **Screenings**
  - Family Health Screenings will be included in the Registration Packet
  - Daily Health Screenings will be conducted on employees and students
    - Temperature Checks- Students will line up at their classroom designated door before school starts each day (If student has a temp over 100.4 parents will be called for pick up)
- **Face Coverings** (Wiggins School District will follow the Governors Orders on Face Coverings. Once the executive order is no longer in place face coverings will be optional, yet highly encouraged)
  - Per Executive Order, All Staff and student in 4<sup>th</sup> grade and above are required to wear face coverings (including cloth masks, N95 masks, or face shields that wrap around the face and extend below the chin) while indoors. Face Coverings have been purchased by the school district and will be distributed on the first day.
  - If the executive order is lifted, students will be encouraged to properly wear face coverings during the check-in process, while in common areas, and during transitions.
  - Wearing of Face Masks will be an ongoing data driven decision.
  - The district has enough face coverings to provide them for all staff and students; however, individuals are welcome and encouraged to wear their own. We recommend that cloth face coverings be washed daily. Face Coverings have been purchased by the school district.
  - If students have medical conditions where a face covering cannot be worn please set up a meeting with the building principal.
- **Transportation**
  - Wiggins School District RE-50J has suspended transportation for the first semester of the 2020/2021 school year due to DOT Requirements and the lack of bus drivers.
- **Extracurricular**
  - Extracurricular Activities may begin with/without spectators (subject to change depending on the “CHSAA and health Officials)
    - *Wiggins School District is reviewing multiple pathways to allow parents to attend home games.*
  - Extracurricular and Co-curricular event travel may begin with a group of students who are continuous contact (I.e. Sports teams/2<sup>nd</sup> grade class/Parli Pro Team). Parents may choose to transport their child to and from games/events rather than bus travel but will have to abide by the home school's policy on allowing spectators.
- **Visitors**
  - Visitors will not be allowed past the office while the COVID-19 virus is still considered a threat unless approved by the building principal.

## Custodial Practices and Procedures

In this plan we highlight some key areas on which we are focusing, and additional procedures, equipment, and practices being added to ensure a safe return to school.

- Hand Sanitizing Stations in hallways, cafeteria, labs, offices, etc.
- Disinfecting Spray Bottles and paper towels or rags in all classrooms, gyms, shops, offices, etc. for student and staff interim disinfecting. Rags and towels will be washed daily.
- Touchless Sinks installed in PreK-1 Classrooms.
- Soap and Paper Towel Dispensers checked and stocked regularly.
- All buildings will post signage regarding handwashing practices, proper use of face coverings, appropriate social distancing, etc.
- Classroom furniture arrangements to improve distancing capabilities.
- Staff/Student face coverings (cloth masks, face shields, N95 masks) will be available for those who request or require them for their own personal use at school or work.
- Removal of unnecessary furnishings and clutter from classrooms and office areas.
- Elementary Teachers will be provided with offices to minimize student travel

### *Wiggins School District RE-50J Strongly encourages Students and Staff to:*

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**Cover your mouth and nose with a face cover when around others in accordance with public health guidance!**

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- It is possible to spread COVID-19 to others even if you do not feel very sick.
- If you do not feel well (even if you do not have a fever) please do not come to school.
- The cloth face cover is meant to protect other people in case you are infected.
- Cloth face coverings should not be placed on anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- Cloth face coverings should NOT be worn during strenuous exercise such as during PE or athletic practices.

# Safety Practices and Procedures

## **Wash Your Hands Often....**

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing. •
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

## **Cover Coughs and Sneezes**

- Avoid touching your eyes, nose, and mouth with unwashed hands. If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw used tissues in the trash.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol

## **Monitor Your Health....**

- Be alert for symptoms. Watch for fever, cough, shortness of breath, or other symptoms of COVID-19. Use the CDC Self Checker to help you.
- Take your temperature daily. Temperature checks will be part of the daily check in process (see Daily Check-In Process).
- Don't take your temperature within 30 minutes of exercising or after taking medications that could lower your temperature, like acetaminophen.

## Daily Check-In Process for Students

- ALL students will be screened prior to entering the building each day at designated area.
- The check-in process will begin when the first bell rings (Time?) each day; Students who are part of the 7:00 a.m. club will be checked upon arrival
- *Preschool students may not participate in the 7:00 a.m. club. Please contact Miss Lisa with questions.*
- Temperature Checks – must be below 100.4° to attend school.
- Each student will be given the daily symptoms check survey:
  - Do you have a cough?
  - Are you having shortness of breath or difficulty breathing?
  - Are you experiencing chills?
  - Are you experiencing muscle aches?
  - Do you have a sore throat?
  - Are you experiencing a new loss of taste or smell?
  - Have you been exposed to someone with COVID or COVID related symptoms?
- Students that are tardy will need to check in at the front office to complete the check-in process prior to entering their classroom.

## Daily Check-In Process for Staff

**Staff:** Temperature checks for staff will be conducted when arriving on campus (conducted by district office staff); temperature must be below 100.4° to stay at school. All staff will complete the symptom check survey daily.

## Classroom Logistics and Practices

Wiggins School District RE-50J believes that classroom-based instruction and the structure of attending school on a daily basis is critical to our students' educational and social-emotional well-being. To ensure they can have that opportunity, we have implemented some of the following practices for our classroom spaces. Wiggins Schools have a wide variety of classroom spaces including traditional classrooms, labs, shops, band/choir/drams rooms, etc. We ask for all staff to abide by the following guidance to the degree practicable for their space. The following serves as guidance, but each space has nuances that staff members will take into consideration as they prepare their rooms. Although classroom spaces are being cleaned and disinfected daily by custodial staff, these additional practices are designed to increase safety throughout the day.

## **Classroom Arrangements**

- To the degree practicable, all student desks and tables should be arranged to allow for maximum student to student distancing.
- All students should face the same direction rather than sitting in groups or facing each other.
- When possible, consider utilizing the outdoors rather than the classroom.
- Large band, choir, etc. classes may want to make arrangements for larger spaces or outdoor practice when possible.
- Disinfecting supplies, hand sanitizer, and classroom plans for cleaning will be in place.
- Ensure equipment cleaning and disinfecting practices by students and staff in gyms, labs, and shops are followed.
- Classrooms need to be free of any additional or unnecessary furniture or clutter that may get in the way of distancing or disinfecting practices.
- Windows and doors will be open to the extent possible to provide proper airflow.

## **Remote Classroom Arrangements - Secondary**

In situations in which a student may not feel comfortable coming to school, become ill and need to stay home for an extended period of time, if a family member is ill and the student is asked to stay home until they are cleared to return, or Wiggins School District RE-50J goes to a ½ time hybrid system it will be critical that simple access to classwork be available. Also, in a worst-case scenario in which the school would be forced to close for a period of time, instruction needs to remain as seamless as possible.

**Wiggins School District RE-50J has installed cameras and microphones into every classroom for students who are not at school for any reason. Students will be expected to join live classroom instruction through Google Classroom and be an active participant in live classroom instruction.**

Using Google Classroom/blended learning platform extensively can aid in this case. To that end, students and teachers SHALL:

- Ensure Google Classroom is being utilized as part of or in tandem with daily in-class instruction.
- Students and parents must ensure that student devices are readily accessible and able to connect to Wi-Fi and check both Gmail and Google Classroom daily.
- Reinforce student use of Google Suite Apps, particularly Google Docs to align with Google Class-room usage.
- Reinforce the use of student Gmail as the common means of student communication.

## **Remote Classroom Arrangements - Elementary**

In situations in which a student may not feel comfortable coming to school, become ill and need to stay home for an extended period of time, if a family member is ill and the student is asked to stay home until they are cleared to return, or Wiggins School District RE-50J goes to a ½ time hybrid system it will be critical that simple access to classwork be available. Also, in a worst-case scenario in which the school would be forced to close for a period of time, instruction needs to remain as seamless as possible.

Wiggins School District RE-50J has installed cameras and microphones into every classroom for students who are not at school for any reason to still be involved in live classroom instruction.

### Preschool

- Parent pick up of materials will be available upon request
- Google Classroom will be utilized as part of, or in tandem with, daily in-person instruction if preschool is forced to close down for a period of time

### Knd-6<sup>th</sup>

- Ensure Google Classroom is being utilized as part of or in tandem with daily in-class instruction.
- Students and parents must ensure that student devices are readily accessible and able to connect to Wi-Fi and check both Gmail and Google Classroom daily.
- Reinforce student use of Google Suite Apps, particularly Google Docs to align with Google Class-room usage.
- Reinforce the use of student Gmail as the common means of student communication.

**In Addition to live instruction from each K-12 classrooms video feed, Wiggins School District has partnered with Colorado Digital Learning Solutions for anyone who would like to strictly be home-schooled and has concerns about the live video feed from the Wiggins Classrooms. Students may sign up for these classes during the week of registration.**

## **Campus Logistics and Practices**

Wiggins Schools include many areas for student daily activities including cafeterias, gyms, quads, libraries, etc. Areas will be marked with reminders to distance along with general safety protocols to remind students of the importance of proper hygiene and personal protection. These spaces are cleaned and disinfected daily.

### **Common Areas / Quad**

- Areas will be marked with reminders to distance along with general safety
- Water fill stations will still be available although water fountains may be blocked.
- Some tables and spaces may be closed or have some seats closed.



### **Athletic Facilities, Playgrounds, Gyms, Weight Room, Lab, Shop etc.**

- All gyms and workout areas will have disinfecting supplies.
- Students and staff will be provided training and guidelines to wipe down and disinfect equipment between use.
- Playground/Recess usage will be staggered and students will remain in their cohort groups.

### **Cafeteria / Food Service**

- Students will be served breakfast and lunch in the cafeteria on a scheduled basis to help reach social distancing goals.
- Dining will have a limited number of seating options in the cafeteria due to distancing which will be clearly marked. Additional outside seating may be provided.
- Food lines will not require touching a keypad. Students will give their number to the Food service worker.
- Food service workers will wear appropriate personal protective equipment.

### **School Offices**

- Wiggins School District RE-50J will be limiting outside guests to individuals or agencies providing direct services to our students.
- Parents and guardians will be limited to waiting areas in offices unless they have an appointment on campus with an individual.
- All guests **are highly encouraged to** wear face coverings. Guests will go through the Check-In Process if they are interacting with students and staff.

## **What Happens When Someone Becomes Sick?**

The COVID-19 virus is spreading throughout our community and will continue to do so until either a vaccine or herd immunity ends the spread altogether. As we learn more and more about the virus, we now know that our youth are least affected and generally recover quickly. We also know much more about how the disease spreads and for how long a person may be contagious. With that knowledge, we are well prepared for what to do when a student or staff member exhibits symptoms or tests positive for COVID-19.

***Students, staff, and parents need to remember to self-screen daily. If they are exhibiting symptoms, they need to stay home and schedule an appointment with their health care provider to determine if they need to be tested.*** The CDC offers this **Self-Checker** to aid in this decision.

***If a student, staff member, or family member within the household tests positive for COVID-19:***

1. Seek medical care from your healthcare provider in accordance with CDC and County Guidelines.
  - a. If a student tests positive, they must complete the mandatory 14 day quarantine, respiratory symptoms have improved, and fever free (without medication) for 72 hours.

- b. If a student tests positive, the students in this individual's classroom will turn to remote learning for 3 calendar days.
- c. If a family member tests positive, the student must complete the 10 day quarantine and not be exhibiting any COVID related symptoms prior to returning.
  2. Alert the school administration as quickly as possible to ensure the student can be provided with resources to get started with the Remote Learning Program.
  3. Students should not come to school until they have been cleared to do so by your healthcare provider. If a family member is the one who is sick, you must follow the guidance from Public Health prior to returning to school.

***If a student/staff member becomes sick while at school and exhibits any COVID-19 symptoms (fever, upper respiratory concerns):***

Teacher will call the Front office and send the student directly to the Office where they will be:

1. Asked whom they have been in close physical contact with (i.e. shared food or beverage, held hands, hugged, etc.).
2. Held in an isolation area until a parent/guardian comes to pick them up.
3. Asked to remain home until medically cleared to return to school

***If a student/staff member is sent home from school with a fever but is NOT exhibiting COVID-19 related symptoms:***

1. Must be fever free for 72 hours without medication before returning to school.  
*This has been extended from the 24-hour guideline used in the past due to extraordinary circumstances.*

**\*\*Students sent home for exhibiting symptoms or awaiting test results will be provided Remote Learning opportunities while they are out.**

**\*\*Only students who were in close physical contact with any student who tests positive or exhibits symptoms will be monitored by health staff. Being in the room with someone who was ill does not constitute close physical contact.**

## **Office Practices and Procedures**

Our school and district offices are here to support students and parents. However, during this time, it is critical that we reduce the number of outside visitors to our sites as much as possible. To assist in this, we ask that parents and guardians:

- Use phone calls and emails as often as possible to handle office communication and attendance.

- When coming on campus understand that you will not be going past the office.
- Ensure all contacts are up to date in case we need to contact you or an approved contact for student pick-up.
- Limit school visits to just one family member. Visitors will not go past front office
- Visitors are required to wear facial covering when in office area.
- Remain in designated areas only.

### **General Office Protocols**

- Distancing signage and markers
- Hand sanitizer stations
- Wipe down and disinfect desks and chairs after office visitors
- Facial coverings available for guests who need one

## **Remote Learning Options for Students**

Although we believe that classroom-based instruction is still the best option for students from an educational and social-emotional standpoint and that our campuses will provide a safe learning environment for our students, we are aware and prepared for students and parents who may not feel ready to physically return to school daily. We also want to ensure that we have options for students who may be medically fragile or have compromised immune systems.

Wiggins Schools have multiple options to meet the needs of these families. Students with disabilities will require an IEP decision to be placed in the appropriate educational setting if the setting is different from the current IEP.

### **Short-Term Remote Learning**

- Must have a qualifying reason (COVID-19 related concerns, etc)
- Students who choose remote learning to begin the year will have 2 weeks to make a decision about whether or not to stay in remote learning for the remainder of the semester or come back to in-person learning. At the 2-week mark, the setting that is chosen will be their placement for the 1st semester unless other mitigating circumstances arise.
- **All** students that begin the year with in-person learning have the option to switch to remote learning at any time. Should they choose to switch, they will have a 2-week period to determine if they'd like to stay with remote learning or return to the classroom.

### **Long-Term Remote Learning**

- Any student that wants to enroll in a full time homeschooling program can register with the Wiggins School District to take courses from **Colorado Digital Learning Solutions (CDLS)**. This can be done at Registration. Each course signed up for will last a semester. Students are not allowed to drop CDLS courses once started.

## Hybrid Learning

***If*** Morgan County, and or the community of Wiggins sees a spike in COVID-19 related illness Wiggins School District RE-50J has developed a plan to move to a Hybrid Learning Model. This plan consists of students attending in-person learning 2 days per week and virtual learning 2 days per week. Teachers will be expected to report to the school building to deliver lessons every day.

### **½ Time In-Person and ½ Time Remote Learning**

- Students will be divided into two groups based on different criteria (parents/guardians do not get to choose what days' work best for them)
  - Siblings will attend in-person learning on the same days
  - Individual athletic teams will attend in-person learning on the same days
  - Individual club teams will attend in-person learning on the same days
- Group Orange will meet for in-person learning on *Tuesday and Thursday*
- Group Black will meet for in-person learning on *Wednesday and Friday*
- Parents/Guardians will know in advance what group their student is in prior to transferring to a hybrid schedule
- Per Wiggins Schools attendance policy: Students at home for virtual learning will be expected to log into their scheduled class period through Google Classroom and be an active participant

<b>Wiggins School District 50-J Decision Tree for School Learning 2020-21</b>			
<b>Developed with consultation from Colorado Health Officials, Center for Disease Control (CDC) guidance, Insurance Company and tools from Colorado Department of Education (CDE)</b>			
<b>No to Mild Spread</b>		<b>HOMEBOUND Services</b>	
<i>Protect Our Neighbor and Safer at Home Low Trend Conditions</i>			
<b>Conditions to Determine Tier</b>	<a href="#"><u>School Response See Detailed NO/MILD Spread School Plans Here</u></a>	<b>Conditions to Determine Tier</b>	<a href="#"><u>School Response See Detailed HOMEBOUND Plans Here</u></a>
No school cases, stable increases in test positives in two week averages, local hospital capacity is stable, capacity to test and trace is adequate	School in Session	Parent Request stating accommodations needed due to conditions requiring student to work from home	Live Virtual Broadcast from each classroom. Colorado Digital Learning Solutions available upon request
Confirmed positive case in school	Response Team to determine if class, school or district go to Remote Competency Learning at home for 3 calendar days.		
30% or more absent in school for 3 days in a row	Response Team to determine if class, school or district Remote Competency Learning at home for 1-3 calendar days.		

Student in HomeBound Learning (more than five days out for isolation or quarantine)	School in Session with HomeBound Service to individual students		
<b>Moderate Spread</b>		<b>HOMEBOUND Services</b>	
<i>Safer at Home to Stay at Home High Trend Conditions</i>			
<b>Conditions to Determine Tier</b>	<a href="#"><u>School Response See Detailed Moderate School Plans Here</u></a>	<b>Conditions to Determine Tier</b>	<a href="#"><u>School Response See Detailed HOMEBOUND Plans Here</u></a>
Response Team consisting of Public Health, Medical Staff, and District Leadership will determine when a shift to this level is needed based on multiple metrics. Metrics include: Hospital treatment reaching capacity, increased transmission, County Health test and trace reaching capacity	<b>PK-5 All students in school with increased distancing and protective measures in place OR 50% students in school on Tuesday and Thursday; 50% in school on Wednesday and Friday. Only core subjects at K-5 will be provided. Some students able to stay all day and have interventions if plans are consistent to this. 6-12 All students in school with increased distancing and protective measures in place OR 50% students in school on Tuesday and Thursday; 50% in school on Wednesday and Friday. Students attend four classes per day. Establish mindset student in school every day, just half at home. All students log in.</b>	Parent Request stating accommodations needed due to conditions requiring student to work from home	Live Virtual Broadcast from each classroom. Colorado Digital Learning Solutions available upon request
<b>Substantial Spread</b>		<b>HOMEBOUND Services</b>	
<i>Stay At Home Emergency Conditions</i>		<i>Stay At Home Emergency Conditions</i>	
<b>Conditions to Determine Tier</b>	<a href="#"><u>School Response See Detailed Substantial Spread School Plans Here</u></a>	<b>Conditions to Determine Tier</b>	<a href="#"><u>School Response See Detailed Substantial Spread School Plans Here</u></a>
Executive Order	Fully Remote Competency Learning	Executive Order	Fully Remote Competency Learning