



**Pleasant Local Schools
Middle School
Restart Plan
Fall 2020**

**OPTION 1-
Plan A**

**STUDENTS IN-PERSON AND IN-BUILDINGS DAILY
WITH SAFETY PROTOCOLS
(INCLUDING REMOTE LEARNING IF
THE DISTRICT IS REQUIRED TO CLOSE)**

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**OPTION 1-
Plan B**

**HYBRID --STUDENTS WILL COME TO SCHOOL
EVERY OTHER DAY**

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**OPTION 1-
Plan C**

REMOTE LEARNING --STUDENTS AT HOME DAILY

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OPTION 2

**ONLINE LEARNING OPTIONS – VISIT
WWW.PLEASANTLOCALSCHOOLS.ORG**

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OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

General Policies

The safety of our students, staff, and community is our main priority. We will be implementing these safety measures based on the feedback, guidelines, and recommendations of: community surveys, staff input, collaboration with other local schools, the Ohio Department of Education, the State of Ohio-Governor DeWine, and the Marion Health Department.

Throughout the year we will diligently monitor and adhere to the state of Ohio's and our local health department's recommendations.

Highlights of our plan

- Staff will record & fill out temperatures/check-off daily by 7:15 am.
- Staff are required to wear masks/face shields when unable to maintain social distance.
- Staff & Students are required to wear masks when transitioning/traveling outside of their homerooms (buses, hallways, bathrooms, etc.).
- Parents are expected to take their student's temperature and look for symptoms before sending their student to school each day. Do not send your child to school if they have a fever, shortness of breath, sore throat/cough, or any other symptoms attributed to COVID-19.
- Parents/families are strongly encouraged to notify the school if a relative or family member has been exposed to COVID-19.
- No visitors. Our building will be closed to all non-essential personnel.
 - Please come to the front office door and ring the bell. A staff member will come out to you.
- There will not be any face-to-face open houses, field trips, conferences, assemblies, musicals, and staff meetings. Special education meetings will be conducted via Zoom.
- Multiple cleanings (especially in high traffic areas) & hand-washing frequently will be routinely performed.
- Students with temperatures above 100.4 degrees will be quarantined in a room and parents/emergency contacts will be required to pick them up immediately.
- Students & staff suspected of having COVID-19 will be quarantined at home. Teachers will work with families to continue students' learning while at home.
- Bus passes will not be granted during the 20-21 school year. Students are expected to maintain designated pick-up and drop-off.
- Signage on floors, walls, and doors are used to assist in physical distancing when entering and exiting school grounds and navigating school buildings.
- Students, teachers, and families should be prepared to go remote with little to no advanced notice.

OPTION 1 – STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Classrooms, Hallways, Lockers & Common Areas

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none">● Conduct a student wellness check including temperature prior to sending a student to school.● Do not send your child to school if they have a fever (greater than 100.4 degrees F), shortness of breath, sore throat/cough, or any other symptoms attributed to COVID-19.● Provide a mask or face shield for your student to wear when needed during small group instruction, hallways, transitions, and the bus.● Students with temperatures above 100.4 degrees F will be quarantined in a room and parents will be required to pick them up immediately.● Provide your student with a water bottle daily as water fountains will not be available for use. <p>Students</p> <ul style="list-style-type: none">● Wearing a mask or face shield is required in hallways, on the bus, and during transitions.● Wearing a mask or face shield is recommended in the classroom when distancing cannot be maintained.● Maintain maximum physical distance from peers whenever possible.● Sanitize area frequently and wash hands multiple times throughout the day.● Report immediately to your classroom upon arrival to school.● Carry a water bottle as water fountains will not be available for use.● Follow all signage in the hallways and common areas.● When possible, stay to the right when traveling down hallways and/or use one-way hallways during transitions.● Use good hygiene practices: keep fingers/hands out of your mouth, eyes, and nose.● Follow restroom procedures to ensure safety.● Use of lockers will be temporarily stopped. Students will be permitted to carry a bookbag from class to class.● Once it becomes safe to open the locker bays, students who have a desire will be assigned a locker.	<p>Teachers/Assistants</p> <ul style="list-style-type: none">● Reduction and/or rearrangement of furniture in classrooms to accommodate more physical separation between students.● Wear a mask or face shield as required.● Minimize students in the hallways: no group bathroom breaks. Supervise hallways and common areas to ensure students are reporting immediately to class and not congregating in hallways or common areas.● Ensure students maintain physical distance whenever possible.● Assign each student one device; no sharing of technology.● Keep the classroom door open to maximize airflow and reduce the number of touches to door handles.● Use supplies provided to spray desks, chairs, and any common materials needed before new students transition into the room.● Sanitize desks/tables at the end of each period and ensure students are washing their hands and sanitizing frequently.● Ensure students are using their grade level's designated bathroom.● Teach good hygiene practices.● Provide reminders, issue warnings, contact parents/caregivers, and report repeated violators to the office. <p>Custodians</p> <ul style="list-style-type: none">● Make sure teachers are provided with all supplies needed daily including disinfectant and paper towels.● Disinfect classrooms during teacher plan bell, during lunch, and after school.● Disinfect common areas based on a schedule provided by school administration. This includes but is not limited to door handles, handrails, toilets, stalls, and sinks. <p>Administration</p> <ul style="list-style-type: none">● Ensure building is setup to minimize risks of exposure.● Ensure classrooms are routinely disinfected between classes.● Ensure supplies are readily available for custodians and teaching staff.● Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated violators.

OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Transportation and Visitors

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none"> ● Provide a mask or face shield for your student to wear on the bus and while at school when needed. ● No visitors. Our building will be closed to all non-essential personnel. Please ring the main office door bell and a staff member will meet you at the door. Electronic sign in/out. ● Fill out all necessary paperwork online through Final Forms. ● If picking up your child, please notify the office in advance. Please remain in your vehicle and we will send your child out to you. ● At the end of the school day, if a student is being picked up in the car line a note is NOT NEEDED. Please inform your child. ● There will not be any face-to-face open houses, field trips, conferences, assemblies, musicals, and staff meetings. Special education meetings will be conducted via Zoom. ● There will be no early drop offs. If a student is being dropped off by a parent in the AM, they must remain in the vehicle until 7:15. The student must then enter in their assigned area. ● Bus passes will not be granted during the 20-21 school year. Students are expected to maintain designated pick-up and drop-off. <p><u>Students</u></p> <ul style="list-style-type: none"> ● Wearing a mask or face shield is required when entering, exiting, or moving around the building; including when on the bus. ● Sit with family members on the bus and follow all bus rules. ● Maintain appropriate physical distances while at the bus stop, on bus lots, and while entering the building. ● Enter the building in your assigned area and report directly to your assigned classroom/area upon arrival to school. ● Maintain maximum physical distance from peers whenever possible in hallways, common areas, offices, etc. 	<p><u>Teachers/Assistants/Bus Drivers</u></p> <ul style="list-style-type: none"> ● Supervise hallways and common areas to ensure students are reporting immediately to assigned class and not congregating in hallways or common areas. ● Ensure your class adheres to the staggered dismissal schedule. ● Drivers will stagger their release in the mornings. ● Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office. ● Ensure the bus is disinfected following outlined safety protocols. <p><u>Custodians</u></p> <ul style="list-style-type: none"> ● Disinfect common areas based on a schedule provided by school administration. This includes but is not limited to door handles, handrails, toilets, stalls, counters, and sinks. ● Ensure designated doors are propped open at arrival and dismissal. ● Ensure designated doors are closed after arrival and dismissal. <p><u>Administration</u></p> <ul style="list-style-type: none"> ● Ensure adequate supervision is available on bus lots, in parking lots, and in common areas of the building. ● Ensure proper signage is installed in hallways and common areas. ● Ensure supplies are readily available for custodians. ● Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators. ● Ensure designated doors are propped open at arrival and dismissal. ● Ensure designated doors are closed after arrival and dismissal. ● Eliminate parent and community volunteers to ensure safety and health of students and staff. ● Implement staggered dismissal times if necessary, to maximize physical distancing and student safety. Monitor drop off and dismissal to ensure students do not congregate in groups. ● Provide consequences, including loss of privilege to ride the bus to those who violate rules.

OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Office & Health Services

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none"> ● Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100.4°F should stay home. ● Provide a mask or face shield for your student to wear on the bus and while at school when needed. ● Ensure contact information is up to date in the event the nurse needs to contact home. ● Ensure there are multiple, pre-arranged methods of getting a student home from school should they become ill or exhibit symptoms. ● Do not send your child to school if they have a fever (greater than 100.4 degrees F), shortness of breath, sore throat/cough, or any other symptoms attributed to COVID-19. ● Pick up your student in a timely fashion. <p><u>Students</u></p> <ul style="list-style-type: none"> ● Use designated entrances and exits to the office. ● Follow physical distancing protocols as much as possible when in office. ● Wearing a mask or face shield is required in the office. ● Wearing a mask or face shield is required if a student is determined to have a fever or other symptoms. 	<p><u>Nurse</u></p> <ul style="list-style-type: none"> ● Wear a mask or face shield when working individually with students. ● Ensure the workspace is kept clean and sanitized. ● Ensure physical distancing protocols are followed whenever possible. ● Isolate students who are showing symptoms to a separate area away from other students already in the clinic. ● Ensure the clinic is disinfected immediately following a student entering who is exhibiting symptoms. ● Ensure doors to the clinic are open to minimize use of door handles and to ensure maximum air flow to the area. <p><u>Office Staff</u></p> <ul style="list-style-type: none"> ● Monitor and control the number of people in the office at any one time. ● Ensure physical distancing guidelines are followed as much as possible when in-person meetings are held. <p><u>Custodians</u></p> <ul style="list-style-type: none"> ● Disinfect clinic based on schedule provided by school administration. This includes but is not limited to door handles, countertops, seating areas, restrooms, etc. ● Disinfect the isolation area after students who utilize the area have left the building. <p><u>Administration</u></p> <ul style="list-style-type: none"> ● Ensure proper signage is installed. ● Ensure regular cleaning and disinfecting takes place in the office area. ● Ensure seating areas are properly physically distanced. ● Ensure the student isolation area is properly supervised when in use. ● Eliminate community and parent volunteers to ensure safety of all students.

OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Food & Cafeteria

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none"> ● Provide a mask or face shield for your student to wear while at school when needed. ● Lunch visitors are not permitted. <p><u>Students</u></p> <ul style="list-style-type: none"> ● Students will be divided between the cafeteria and main gym in order to provide physical distancing. ● Students will eat in the cafeteria & Main gym to adhere to distancing guidelines. A maximum of 5 students can sit at a lunch table with no student sitting directly across from each other. ● Students may choose to eat outside when possible. ● Follow the rules and expectations of the lunch monitors. ● Follow guidelines for restroom use during lunch periods. ● Follow physical distancing guidelines when in the lunch line. 	<p><u>Teachers/Assistants</u></p> <ul style="list-style-type: none"> ● Supervise eating areas/classrooms/recess. ● Ensure students are staying in their designated recess areas. ● Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office. ● Routine sanitizing of the classroom after eating. <p><u>Custodians</u></p> <ul style="list-style-type: none"> ● Disinfect cafeteria & gym after each lunch period. ● Disinfect restrooms and common spaces daily. This includes but is not limited to door handles, handrails, toilets, stalls, and sinks. <p><u>Cafeteria Staff</u></p> <ul style="list-style-type: none"> ● Wear masks or face shields while serving food. ● Clean and disinfect between lunches. ● Serve all food to students. <p><u>Administration</u></p> <ul style="list-style-type: none"> ● Ensure supplies are readily available for custodians. ● Implement staggered dismissal times if necessary to maximize physical distancing and student safety. ● Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators.

OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Plan B - Hybrid Learning (If state or local regulations require a school closure, we will shift into remote learning.)

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none">● Students will be divided by last name.● Have a childcare plan prepared.● Students will come to school every other day, with families coming to school on the same day. There will be online assignments when not face to face.● Monitor student progress on coursework.● Developing a “school schedule” is recommended to keep routines in place for students while working from home.● Communicate questions and concerns immediately to staff.● Ensure your child is taking good care of their school-issued technology/device.● Student attendance & engagement will be expected.● Regularly check PowerSchool and/or with teachers regarding your child’s effort in completing coursework. <p><u>Students</u></p> <ul style="list-style-type: none">● Traditional grading will take place during virtual learning.● Following a regular “school schedule” is recommended to help keep routines in place for students while working from home.● Communicate questions and concerns immediately to teachers.● Participate in virtual sessions with teachers as scheduled.● Watch lessons provided by teachers and complete assignments according to timelines.● Take good care of your school-issued device.● Engage in discussions, complete all coursework, and be actively involved in learning.	<p><u>Teachers/Assistants</u></p> <ul style="list-style-type: none">● Create lessons that are engaging for students using a variety of strategies; including daily zoom sessions, opportunities for collaboration, and frequently assessing student learning and mastery of concepts.● Grade work in a timely manner and provide feedback to students on assignments.● Set a consistent forum (Class Dojo, Canvas) and predictable schedule for communicating with students, teachers, and families.● Assist students/families with navigating online platforms and tools. <p><u>Technology Department</u></p> <ul style="list-style-type: none">● Provide help desk assistance when technology issues occur. <p><u>Administration</u></p> <ul style="list-style-type: none">● Ensure each student has a device and internet access.● Monitor and assist teachers in the delivery of content for students.● Implement appropriate grading procedures and work from home guidelines for teachers.

OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Plan C - Remote Learning (If state or local regulations require a school closure, we will shift into remote learning.)

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none">● Monitor student progress on coursework.● Developing a “school schedule” is recommended to keep routines in place for students while working from home.● Communicate questions and concerns immediately to staff.● Ensure your child is taking good care of their school-issued technology/device.● Student attendance & engagement will be expected.● Regularly check PowerSchool and/or with teachers regarding your child’s effort in completing coursework. <p><u>Students</u></p> <ul style="list-style-type: none">● Traditional grading will take place during virtual learning.● Following a regular “school schedule” is recommended to help keep routines in place for students while working from home.● Communicate questions and concerns immediately to teachers.● Participate in virtual sessions with teachers as scheduled.● Watch lessons provided by teachers and complete assignments according to timelines.● Take good care of your school-issued device.● Engage in discussions, complete all coursework, and be actively involved in learning.	<p><u>Teachers/Assistants</u></p> <ul style="list-style-type: none">● Create lessons that are engaging for students using a variety of strategies; including daily zoom sessions, opportunities for collaboration, and frequently assessing student learning and mastery of concepts.● Be available for office hours: One session in the morning and one in the afternoon.● Grade work in a timely manner and provide feedback to students on assignments.● Set a consistent forum (Class Dojo, Canvas) and predictable schedule for communicating with students, teachers, and families.● Assist students/families with navigating online platforms and tools. <p><u>Technology Department</u></p> <ul style="list-style-type: none">● Provide help desk assistance when technology issues occur. <p><u>Administration</u></p> <ul style="list-style-type: none">● Ensure each student has a device and internet access.● Monitor and assist teachers in the delivery of content for students.● Implement appropriate grading procedures and work from home guidelines for teachers.

Additional Information

Pleasant Local Schools Website: <http://www.pleasantlocalschools.org/>

Pleasant's Healthy Restart Plans: <https://www.cognitopia.com/apps/MyLife/viewPortfolioShare/D4YY4-sONocWJdZUxTMaQEVEywbmNagiJvMhIT6y4nZ/portfolio>

Marion Health Department: <https://marionpublichealth.org/>

Reset and Restart—Guide for Ohio Schools: <http://education.ohio.gov/Topics/Reset-and-Restart>