



All Students Back at School

This document covers the planning, expectations and learning plans for the Pickerington Schools Status Level Green - Fully Back to School model.

COVID-19 Status Level Green	FULLY BACK TO SCHOOL <ul style="list-style-type: none"> All students expected to attend school Enhanced health safety and cleaning
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PLSD will follow mandates/requirements required by the Governor, Ohio Department of Health, and Ohio Department of Education. **These mandates/requirements may affect any/all proposed courses of action.**

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Guiding Principles

- Provide in-person instruction for all students as much as possible
- Provide a fully online option for K-12 students
- Prepare to shift between delivery models at any time due to COVID-19.
- Create rational procedures for use of facilities, transportation, child nutrition, student activities.
- We will continue to follow guidance by ODH, ODE, OHSAA, Local Health Department



Parent/Guardian Expectations

- Conduct a student wellness check including temperature prior to sending a student to school. Students with a temperature over 100°F should stay home.
 - Need to be excluded until fever free without the use of medications (Tylenol, Advil) for 72 hours.
- Provide a face mask or face covering for students, parents and guardians
 - PLSD requires that all students (PK-12) wear face masks/covering while at school.
 - PLSD requires that all students (PK-12) wear face masks/covering while on the bus.
 - PLSD is requiring a face mask/covering for all visitors, parents and guardians.
 - Take some time before school starts and practice with your students wearing a mask.
- Provide your students with a water bottle (non-glass) as water fountains will not be available for use.
- Limit your visits to school as much as possible. If you do have to visit the school, conduct a personal health screening prior to coming to a school building and do not come if you have a fever higher than 100°F or showing other symptoms.
 - It is preferred if you can call the building and see if your question can be answered through the phone or by using a virtual platform like Google Meet.
- Follow the posted guidelines and read all signage whenever entering the building.
- Ensure that your student's contact information and medical information is updated through the online forms process within the Infinite Campus Parent Portal
- Ensure that emergency contacts have been designated and pre-arranged methods of getting a student home from school should they become ill or exhibit symptoms.
- Parents/Guardians will not be permitted to join their student(s) for lunch.
- Support the district in reminding your child to follow physical distancing recommendations
- Read all communication from the District, Building Principal, and Teachers.



Student Expectations

Health and Safety

- Conduct a wellness check including temperature prior to reporting for school.
 - Students with a temperature over 100°F must stay home.
- Bring and wear a face mask or face covering
 - PLSD requires that all students (PK-12) wear face masks/covering while at school.
 - PLSD requires that all students (PK-12) wear face masks/covering while on the bus.
 - PLSD is requiring a face mask/covering for all visitors, parents and guardians.
 - Take some time before school starts and practice wearing a mask.
- Students will need to bring a water bottle as water fountains will not be available for use.
- Students will be asked to follow social distancing recommendations throughout most of the day.
- If students feel ill or are showing symptoms they will be asked to go to the quarantine area for further evaluation.
 - Teachers/Staff need to notify the clinic before sending the student.
- Students will be asked to wash their hands and use hand sanitizer numerous times throughout the day.
- Follow the posted guidelines and read all signage whenever entering the building and throughout the building.

Entering and Exiting the Building

- Students will be required to stay outside of the building until the designated time to report to 1st period/homeroom.
 - Students are recommended to wait in their vehicles or on the bus until the designated time.
 - No congregating at the entrances or in common areas.
 - Depending on the building there may be separate entrances for different grade levels.
- There will be a staggered release at the end of the school day.

Hallways and Transitions

- Bell schedules and transition times will be altered; students need to follow the new schedules.
- Hallways will be designated as one way; students will need to follow these new paths.
- Students will be asked to limit the use of lockers or cubbies.
 - Locker access may be limited throughout the day.
- Students are asked not to congregate in bathrooms.

Classrooms

- Students will be asked to follow physical distancing recommendations throughout most of the day.
- Students will be required to all face the same direction in classrooms when sitting at their desks.
- Students are asked not to share supplies with other students.
 - If certain supplies/equipment must be shared, then it will be cleaned in between student uses.
- Students may be asked to help clean off desks between class changes.

Lunch/Cafeteria

- There will be a limited number of students allowed at each table in the cafeterias, students will need to sit in designated areas. (additional new areas will be utilized in high schools)
- Lunch periods will be modified, allowing for additional lunch periods, reducing the number of students in the cafeteria at one time.
- Students will use new touchless scanners for food purchases, which have replaced all pin pads.
 - More grab and go items will be available at some buildings, with limited choices
 - No self-service through the lines everything will be prepackaged.

Bus expectations

- PLSD requires that all students (PK-12) wear face masks/covering while on the bus.
- There will be a maximum of two students allowed per seat
- Bus drivers will assign student seats in conjunction with students' assigned stop, that will allow for loading from back to front, and unloading from front to back.



Teachers and Paraprofessionals Expectations

Health and Safety

- All staff are required to wear a face mask/face-covering when...
 - in front of students
 - working one on one with a student
 - working in close proximity with a small group of students
 - circulating around the room
 - walking through the hallways
 - meeting in groups of staff members
- Conduct a wellness check including temperature prior to reporting for work.
 - Staff with a temperature over 100°F must stay home.
- Teachers will be asked to follow physical distancing recommendations throughout most of the day.
- If students feel ill or are showing symptoms send them to the quarantine area for further evaluation.
 - Teachers/Staff need to notify the clinic before sending the student.
- If teachers feel ill or are showing symptoms they will be asked to go to the quarantine area for further evaluation.
- Teachers will be asked to wash their hands and use hand sanitizer numerous times throughout the day.
- Follow the posted guidelines and read all signage whenever entering the building and throughout the building.
- Provide reminders to students about proper health and safety measures.
- Have provided hand sanitizer available to all students.
- Use the provided cleaning supplies when using common pieces of equipment, like copiers and printers.

Hallways and Transitions

- Supervise hallways and common areas to ensure students are reporting immediately to class and are not congregating in the hallways or common areas.
- Supervise student traffic in hallways to insure one-way flow
- Supervise the building plan for student use of lockers or cubbies to minimize the congestion in those areas.
- Follow the staggered dismissal for students at the end of the day.

Classrooms

- Ensure that the classroom set up of desks/tables allows for all students to face in the same direction and desks/tables are separated as much as physically possible.
- Avoid, when possible, placing students into physical groups where they have to come in close contact. Use technology resources in place.
- Remove all cloth covered flexible furniture that is not wipeable.
- Eliminate shared classroom materials, as much as possible
 - If certain supplies/equipment must be shared, then it will be cleaned in between student uses.
- Keep the classroom door open to maximize airflow and reduce the number of touches to the door handle.
- Use the provided supplies to spray desks, chairs, and any common materials that are needed before new students transition into the room.
- If supervising in the cafeteria, insure that students are sitting in designated areas.

Teaching and Learning

- Utilize the [recommendations from the Department of Teaching and Learning](#) about what should be taught while students are in the building and while students are online.
- Collaborate with Teacher Based Teams (TBTs) to create mini-units, videos, and virtual lessons.
 - TBTs will be building level and district wide.

- Utilize the Grade Band Instructional Models through Teacher Based Teams
 - Elementary School Instructional Model
 - Middle School/Junior High School Instructional Model
 - High School Instructional Model
- Set clear expectations and review with students for in-class and virtual work.
- Create and share a syllabus with students and parents.
- Be available to students and families via phone (3CX on phones or Chrome app), text (through Talking Points), email, Google Meet, Google Classroom or Seesaw for a similar amount of time as they would if schools were operating normally.
 - Electronic communication platforms will be used in accordance with District guidelines.
- Collaborate with colleagues (Teachers, Instructional Coaches, Counselors, Social Workers, Psychologists, Librarians, etc) to address needs that arise along the way.
- Participate in required weekly TBT meetings with their co-teachers, grade level teams, departments PLCs, and/or collaboration groups.
 - The exact days/times will be determined at the building level by Teachers and Principals.
- Communicate with principals, students and parents in a timely manner.
- Provide a range of meaningful learning opportunities and resources that engage and meet the needs of all learners.
- Connect families with educational resources that support English Language Learners (including necessary language supports) and students with IEPs/504s.
- Utilize the strategies and resources from the “Becoming A More Impactful Blended Learning Teacher” by Catlin Tucker (see shared resource folder - staff only).

Grading Practices

- Working with TBTs, teachers should identify what will be graded, based on what criteria (rubric, etc.,) that informs the teacher if the student is meeting the intent of the standard. It is best to determine what is graded is the same for all students in the class or the course. Feedback should be given along the way on formative assessments and teacher check-ins as much as possible.

Meetings with Staff and/or Parents

- When possible, communicate with parents through the use of Infinite Campus Messenger, Talking Points, or Google Meet.
- When meeting face to face, provide appropriate social distance between all meeting attendees, if possible.



Custodian Expectations

- Conduct a wellness check including temperature prior to reporting for work.
 - Staff with a temperature over 100°F must stay home.
- All staff are required to wear a face mask/face-covering when...
 - working one on one with a student
 - working in close proximity with a small group of students
 - when circulating around the room
 - when walking through the hallways
 - when meeting in groups of staff members
- Post appropriate health and safety signage around the building (handwashing, symptoms of COVID19, etc)
- Make sure all classrooms are provided with all supplies needed daily, including disinfectant spray, hand sanitizer, and paper towels.
- Check and refill hand sanitizer in common areas.
- Disinfect common areas based on a schedule provided by the school administration. This includes but is not limited to door handles, handrails, toilets, stalls, and sinks.
- Ensure that designated doors are unlocked at arrival and dismissal.
- Ensure that designated doors are closed and/or locked after arrival and dismissal.
- Work with school nurses to determine an appropriate cleaning schedule for clinic areas.
- Disinfect all tables and seats in the cafeteria during class or group transitions.



Clinic/Nurse Expectations

- Conduct a wellness check including temperature prior to reporting for work.
 - Staff with a temperature over 100°F must stay home.
- All staff are required to wear a face mask/face-covering when...
 - working one on one with a student
 - working in close proximity with a small group of students
 - when circulating around the room
 - when walking through the hallways
 - when meeting in groups of staff members
- Work with building administrators to determine a secondary location for a quarantine room.
- Ensure that the workspace is kept clean and sanitized.
- Quarantine students who are showing symptoms to the quarantine room away from other students already in the clinic. Students in the quarantine in the room will wear a mask, unless otherwise indicated. Clinic staff will wear appropriate PPE.
- Ensure doors to the clinic are open to minimize the use of door handles and to ensure maximum airflow to the area.
- Provide classroom teachers with information and basic first aid supplies like bandaids and gloves to minimize the use of the clinic.
- Decrease the amount of time students are in the clinic.
- Request staff call/notify before sending students to the clinic.
- Improve airflow in the clinic (Air Purifiers).
- Consider staggering scheduled daily visits or calling students to the clinic for scheduled visits to limit the number of students in the clinic at one time.

Administration Expectations

- Conduct a wellness check including temperature prior to reporting for work.
 - Staff with a temperature over 100°F must stay home.
- All staff are required to wear a face mask/face-covering when...
 - working one on one with a student
 - working in close proximity with a small group of students
 - when circulating around the room
 - when walking through the hallways
 - when meeting in groups of staff members
- Ensure that classroom setups are appropriate.
- Ensure that classrooms and common areas are being disinfected.
- Ensure that supplies are readily available for custodians and teaching staff.
- Ensure that proper signage is installed in hallways, classrooms, bathrooms, and common areas.
- Provide reminders to students and staff about proper health and safety precautions.
- Develop and implement a staggered bell or transition schedule.
- Develop and implement a locker/cubbies use schedule to minimize congregations/congestions.
- Implement staggered entrance into the morning for bus riders, parent drop off and those students that drive.
- Implement staggered dismissal times to maximize student safety.
- Ensure there is adequate supervision in bus lots, parking lots, and common areas of the building.
- Eliminate parent and community volunteers to ensure the safety and health of students and staff.
- Provide parents with different options for meetings including phone and video conferencing options.
- Create a quarantine area that is separate from the clinic, or have a space for students that exhibit symptoms from those well-students that need medication.
- Provide supervision in hallways and bathrooms during transition times.
- Determine if your building has unique situations that need to be resolved.
- Determine how to conduct required safety drills (fire, tornado, safety) in a manner that allows for health & safety of the students/staff.
- Work with the Department of Teaching and Learning and Instructional Technology to deliver a consistent message across all buildings.
- Support the Grade Band Instructional Models through Teacher Based Teams



Classified Staff Expectations

- Conduct a wellness check including temperature prior to reporting for work.
 - Staff with a temperature over 100°F must stay home.
- All staff are required to wear a face mask/face-covering when...
 - working one on one with a student
 - working in close proximity with a small group of students
 - when circulating around the room
 - when walking through the hallways
 - when meeting in groups of staff members
- Provide reminders to students about proper health and safety measures.
- Have provided hand sanitizer available to all students.
- Keep the classroom door open to maximize airflow and reduce the number of touches to the door handle.
- Use the provided supplies to spray desks, chairs, and any common materials as needed
- Monitor hallways and common areas to ensure students are reporting immediately to class and are not congregating in the hallways or common areas.
- Monitor student traffic in hallways to insure one-way flow.
- Monitor the building plan for the use of lockers or cubbies to minimize the congestion in those areas.
- Follow the staggered dismissal for students at the end of the day.
- Use provided cleaning supplies when using common pieces of equipment, like copiers and printers.
- If monitoring in the cafeteria, insure that students are sitting in designated areas.
 - Work with custodian staff to determine the process for cleaning tables and benches/chairs in the cafeteria.
- If students feel ill or are showing symptoms send them to the clinic for further evaluation.
 - Teachers/Staff need to notify the clinic before sending the student.
- Monitor students entering the buildings in the morning and exiting the building in the afternoon.



School Counselor Expectations

- Conduct a wellness check including temperature prior to reporting for work
 - Staff with a temperature over 100°F must stay home
- Implement procedures for students to follow in both emergency and nonemergency situations when the school counselor is not available
- Recognize and mitigate the limitation of virtual school counselor confidentiality, which may include unintended viewers or recipients
- Inform both the student and parent/guardian of the benefits and limitations of virtual counseling
- Educate students on how to participate in the electronic school counseling relationship to minimize and prevent potential misunderstandings that could occur due to lack of verbal cues and inability to read body language or other visual cues that provide contextual meaning to the school counseling process and school counseling relationship
- Educate students about appropriate conduct in the online setting and using digital literacy as a tool to have an impact on students
- Encourage students and families to use appropriate online resources to enhance academic, career, and social/emotional development
- Develop and share goals for the school counseling program
- Collect information and analyze data related to student success
- Implement action plans to support students' academic, career, and social/emotional development
- Provide school counseling services to individuals and groups of students using electronic and virtual formats
- Provide programming to meet student needs at the individual, group, and school-wide levels
- Advocate to address inequities in achievement, attendance, discipline, opportunity, and resources
- Make referrals to school and community resources
- Consult with teachers, staff, and administrators to support student success
- Collaborate with families, teachers, staff, administrators, and education stakeholders for student achievement
- Provide support to families, teachers, staff, and administrators
- Share school counseling program results with the school community
- Complete case manager requirements for 504 caseload