



HARTVILLE R-II SAFER RETURN TO IN-PERSON INSTRUCTION AND CONTINUITY OF SERVICES PLAN (SRCSP)

2021-2022

Description

Plan addresses and satisfies requirements provided by Missouri Department of Elementary and Secondary Education (DESE), effective June 15, 2021. **Revised December 20, 2021.**

Hartville R-II School District

21-22 SRCSP Plan

Plan Development

Hartville R-II has taken steps to prepare for the health, wellness, and safety for students and staff as we start school on August 23, 2021. This document was made public on June 15, 2021 and has been updated with new information as it has become available. Please see the information below for our plan to return to school and address the academic needs for students post pandemic. The COVID-19 pandemic created many challenges for our schools. The following are our priorities as we move forward into the next school year. The priorities we hold are:

- Providing environments that are as safe as possible for students and staff.
- Providing equitable, guaranteed, and viable education.
- Provide services to identify, address, and assess lost learning due to the pandemic.

Stakeholder Feedback:

In developing the original re-entry plan, and adjusting this plan into an SRCSP, district administration examined guidance resources from the Department of Elementary and Secondary education (DESE), Centers for Disease Control (CDC), local Health Departments, the Missouri School Boards Association (MSBA), and Greater Ozarks Cooperating School districts (GOCSD). Collaboration also included Hartville R-II staff members, to include health, counseling, food service, maintenance, custodial, and academics.

It is important to note, this plan is a living document and will be updated when new information becomes available. Attention will be focused on data related to contagion levels, number of contact tracing cases, and attendance. Decisions will be made in coordination with the Board of Education, local and state authorities, and community expectations.

The Safe Return to In-Person Instruction and Continuity of Services Plan (SRCSP) will be reviewed and revised no less than every six months as per the Missouri Department of Elementary and Secondary Education (DESE) guidelines. The revision process will include input from stakeholders including students, families, school, and district administrators (including special education administrators), teachers, principals, school leaders, other educators, school staff, and their representatives.

Decisions will continue to be made in coordination with local and state guidelines. For school employees, students, and community to best understand access rules, the school district will use a level indicator:

Level Indicator Definitions

Level 1: Very limited to no virus exposure in school and/or community

- Seated school with classes taking place solely in school buildings.
- Normal cleaning and disinfecting protocols.
- Masking is allowed.
- Normal protocols for visitors and volunteers in buildings.
- No restrictions for spectators of activities.

Level 2: Limited exposure in school and/or community

- Seated School with Virtual Offerings for students with extenuating circumstances approved by administration or those students excluded from school because they have or are liable to transmit COVID-19 as determined by administration.
- Increased cleaning and disinfection practices in areas used by students and staff.
- Visitors during the school day, only allowed with administrative approval. Visitors may be required to wear a mask and should prepare accordingly.
- Students and staff may be screened daily for symptoms and temperature.
- Masking will be encouraged for students and staff. In instances where social distancing is not possible masking may be required.
- Protocols will be in place to ensure social distancing when/where possible.
- Students/staff will be sent home when exhibiting 3 or more common symptoms of Covid-19. A negative COVID-19 test or release from a medical professional required prior to return to school.
- No restrictions for spectators of activities.

Level 3: Moderate virus exposure in school and/or community

- Seated School with Virtual Offerings for students with extenuating circumstances approved by administration or those students excluded from school because they have or are liable to transmit COVID-19 as determined by administration.
- Extra cleaning, disinfecting, and safety protocols for staff and students will be followed.
- Visitors during the school day, only allowed with administrative approval. Visitors required to wear a mask and should prepare accordingly.
- Students and staff will be screened daily for symptoms and temperature.
- Masking will be recommended for students and staff. In instances where social distancing is not possible masking may be required.
- Scheduling restrictions will be in place to ensure social distancing and assist in exposure determinations.
- Students/staff will be sent home when exhibiting 2 or more common symptoms of Covid-19. A negative COVID-19 test or release from a medical professional required prior to return to school.
- If spectators of activities are allowed to attend, there will be restrictions and/or limitations.

Level 4: Significant virus exposure in school and/or community

- Virtual Learning will be in place using personal devices, school issued devices, and/or traditional methods.
- Accommodations will be made for students without internet access and students with disabilities.
- Plans will be established to provide meals via delivery or pickup.
- When seated learning isn't taking place activities may not be allowed.
- Staff will be on campus unless directed otherwise.
- Students and visitors are restricted access to the buildings without making an appointment through the respective office.

Hartville R-II Schools is continuing to work on specific protocols to keep our students safe. These practices will differ somewhat from building to building. Building specific planning is ongoing. If you have questions specific to your student's school building, please contact the respective administrator. Some considerations are listed below, but by no means is this a comprehensive list.

- Instructional and scheduling plans prepared for each building.
 - Increased frequency of cleaning and sanitizing of all areas.
 - Student screening measures.
 - Protocols for dealing with symptomatic students or staff.
 - Communication to parents regarding necessary information.
 - How to maximize social distancing in all areas.
 - How to make student transportation safer to minimize contact between students.
 - Making hand sanitizer more available and used more frequently.
 - Educating and encouraging good hygiene practices.
 - Offering activities while maintaining student safety.
 - At a minimum masking will be encouraged. Depending on the level of the virus in the community/school masks could become mandatory.
 - The importance of maintaining accurate student/parent contact information.
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Parent considerations regarding sickness/fever during the school year.

- If your child is not feeling well, has a fever of 100 or more, or has multiple common COVID-19 symptoms, keep your child at home and notify the respective principal's office.
 - Do not send your student to school within 12 hours of taking a fever reducing medication.
 - Students who are kept home or sent home due to fever only may return after being fever free for 24 hours.
 - In the following situations please provide return to school documentation from a medical professional prior to returning to school.
 1. When a student is evaluated by a doctor for COVID-19 symptoms.
 2. When a student has had direct contact (within 6 feet for 15 consecutive minutes) with someone who has tested positive to COVID-19.
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Student Services

Maintaining the health and safety of our students continues to be of paramount importance as we plan for our return to school. With that in mind, it is crucial we ensure student information remains up to date. If a student becomes ill, we must be able to get in contact with the parent/legal guardian or their designated alternate contact.

General Sanitation Procedures

- The Hartville School District will make every attempt to maintain adequate supplies of personal protective equipment, soap, paper towels, hand sanitizer, and other cleaning materials throughout each school.
- The Hartville School District will clean frequently touched surfaces and objects (e.g., tables, water fountains, and doorknobs) with district-supplied cleaning and disinfectant products. Computer safe disinfectant methods will be used for computers and keyboards.
- Appropriate ventilation will be provided on campus.

General Health and Safety Guidelines

- The district will encourage frequent hand washing.
- Health Service staff will continue to keep a record of all persons seen in the nurse's office. Due to student privacy, these records are not public, however, information may be shared with the Wright County Health Department, as appropriate.
- Per Section 167.191, RSMo. "It is unlawful for any child to attend any of the public schools of this state while afflicted with any contagious disease, or while liable to transmit such disease after having been exposed to it." District administration will communicate with individuals who are excluded from attendance.
- We will encourage and strive to follow safe social distancing practices through the consideration of cohorts, barriers, routing, and CDC recommended distancing.
- Temperatures will be checked when/if feasible.
- For health and safety concerns, outside visitors, volunteers, and parents may have restricted access to the school grounds. This includes visits during breakfast, lunch, during pick-up, and during drop-off.
- Water fountains may be restricted, but water bottle stations will be available and strongly encouraged. Students are encouraged to bring their own water bottle/containers.
- Students/staff that are running a fever of 100 or higher (and do not exhibit COVID-19 symptoms) will be dismissed from campus and should not return to school until they are fever free for 24 hours without taking fever reduction medication.
- Students with symptoms should not attend school and parents should consult their healthcare provider and follow CDC considerations regarding their return to school. Students who are diagnosed with COVID-19, either by a laboratory test or based on their symptoms, should contact their building level principal regarding return to school. Normally, return to school is permissible when the student is at least 10 days from symptom onset, has had three days with no fever, and has improved symptoms. Return to school for children with an alternate diagnosis is at the discretion of their healthcare provider and/or the school nurse. Children with a known close contact with COVID-19 (or an adult with symptoms compatible with COVID-19) should stay home for 10 days from their last contact or until return to school is approved by district administration in accordance with the CDC guidance.

Home Screening

- Families are recommended to monitor temperatures daily before leaving their home.
- Anyone with a fever equal to or greater than 100 degrees should not come on campus. Students should be fever-free for 24 hours without fever-reducing medication(s).
- It is recommended to also screen for additional symptoms including: shortness of breath or difficulty breathing, coughing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, nausea or vomiting, and diarrhea. Students and staff experiencing any of these symptoms should stay at home and consult their healthcare provider.

Transportation

- Drivers will assign seats for all riders.
- Buses will load back to front in the A.M. and temperature checks may be administered.
- Each bus's list of assigned seating will be maintained so it can be provided to district administration for exclusion from school protocols, if needed.
- Students within the same household (or students who are considered in each other's stable group) will be required to sit together.
- Drivers will space students out when feasible.
- Buses will be disinfected after each use
- Buses will have hand sanitizer available.
- Additional CDC guidance related to transportation may apply.

Surveillance, Screening, Testing, and Triage

- Isolation areas will be provided for students or staff displaying symptoms.
- If a student or staff member is feeling unwell, they will visit the nurse's office on campus and appropriate protocols will be followed.
- COVID testing may be provided onsite, at a local health department, or at a clinic or facility of the student's choice.

Health Services

- School nurses will provide COVID safety training/materials to faculty and staff.
- If you have medication for your child, please schedule an appointment with the school nurse to drop it off.
- Encourage staff self-screening.
- Encourage parents to screen students at home prior to sending to school.
- Students or staff demonstrating symptoms will be referred to physician or virtual clinic ~ Prior to returning to school, consult school nurse or provide documentation from physician.
- Vaccination opportunities will continue to be provided to students, teachers, staff, and administration as available.

Action Plan if Confirmed Case

- Hartville R-II School District will work in conjunction with the Wright County Health Department and communicate with public based on Health Department's recommendations.
- District officials will conduct contact tracing to limit the spread of COVID-19.
- Address possible student/adult exclusions using best practices (ex: [MSBA Exclusion Procedures](#) & [DHSS Exclusion Recommendations](#)).
- Address the infected space using proven practices for designated time.
- Perform targeted cleaning and disinfection of frequently touched hard, non-porous surfaces, such as counters, appliance surfaces, tabletops, doorknobs, bathroom fixtures, toilets, drinking fountains, phones, technology, and any other surfaces that are visibly necessary.
- Inspect areas to determine readiness for re-entry.
- Communicate with parent/guardian regarding re-entry.

Arrival

- Parent drop off will be car lane only to reduce the number of people entering the building.
- Students will use hand sanitizer or hand washing upon arrival into classrooms.
- Common areas will be restricted where feasible.

Dismissal

- Use of the car line for student pick-up or bus only. No in-person parent pick-up to avoid parent gatherings in school lobby or in front of school.
- Hand washing/hand sanitizing will be available at dismissal.

Breakfast

May provide breakfast in the classrooms at the elementary school and grab-n-go at the middle school, and High School.

Lunch

May provide cohort seating and/or classroom seating for elementary, middle school, and high school lunch periods as needed.

How should physical distancing take place during mealtimes?

May keep students in cohorts during mealtimes and, when possible, have students eat in their classrooms rather than moving through the school building. Schools may consider bringing meals directly to classrooms but should make efforts to ensure nutritional value and appealing menu choices are not sacrificed. For older students, multiple separate lunch periods may be created and alternate locations, such as an outdoor environment or large indoor spaces (e.g., gymnasium), may be used for lunches with proper supervision.

Classrooms

- Multiple social distancing strategies will be implemented based on feasibility of the unique space and needs of each school.
- Students should be spaced as far apart as possible. Six feet apart is best; when that's not possible, schools should make efforts to ensure a minimum of three feet of space between students.
- Students will be encouraged to maintain distance from each other in the school and taught appropriate hygiene/COVID practices: [COVID 19 Do the 5!](#)
- Personal water bottle will be encouraged as drinking fountains will have limited availability.
- Built in time during the day for frequent handwashing.
- Appropriate measures will be taken for cleaning educational materials.
- Observe students for illness prior to starting class and refer students to nurse.
- The mixing of student cohorts and/or classes may be limited.
- When possible, students will keep their own supplies for use in the classroom.

Passing Periods

- Passing Periods have been shortened and may be limited by schedule. Students will be monitored while walking in hallways.
- Movement throughout buildings will be limited.
- Hand washing/hand sanitizer will be available.

Visitors/Volunteers

- Nonessential visitors will be limited.
- Nonessential visitors must check into the office, may be screened by the nurse, and may be required to wear a facemask to enter the buildings.
- No lunch guests or volunteers at any level.

Playgrounds

How should physical distancing take place during recess and physical education?

Physical activity during recess and physical education class is important for a child's physical, mental, and emotional health. Students should engage in these activities with their primary cohorts/class (to the extent possible) to reduce the number of contacts. Multiple cohorts/classes could have recess at the same time if they are playing in separate areas of the playground. If possible, individual equipment used during recess and physical education (e.g., balls, jump ropes) could be separated by cohort/class to reduce the need for disinfecting between uses. If that is not possible, individual equipment should be cleaned between uses. Stationary playground equipment does not need to be cleaned, except for handrails and other high touch surfaces, which should be cleaned in accordance with CDC guidelines.

- Students will be monitored for social distancing while on playgrounds.
- Handwashing/sanitizer upon re-entry to building.
- Frequently used playground hard surfaces will be cleaned routinely.

Cleaning/ Hygiene

- Cleaning with COVID and EPA approved products will target increased cleaning and disinfection of frequently touched hard, non-porous surfaces, such as counters, tabletops, stair rails, doorknobs, bathroom fixtures, toilets, drinking fountains, and any other surfaces that are visibly necessary.
- Hand sanitizer dispensers will be installed at most exterior doors. Sanitizer and tissue provided in classrooms.
- Students and families will be provided with best practices for hygiene during the school day and upon arriving at home.

PPE

- Use of personal masks will be allowed for students.
- Students will be provided access to face masks as deemed necessary.
- Use of personal masks may be required for certain staff when social distancing is not possible.
- The district will provide face masks to each employee as deemed necessary.

Special Education and Section 504

Level 1 & 2: Traditional School/Seated School with Health Precautions Students identified in need of special education services or accommodations (Section 504) will be provided accommodations and services according to their current plan.

Level 3: Blended Instruction: Students will be provided services and accommodations according to their plan with appropriate safety measures in place. Social distancing will be managed by grade level and area of service.

Level 4: Remote Instruction: Learning through virtual programming or distance services not located on campus. Services and accommodations will be provided in accordance with the students IEP or Section 504. Special Education Teachers and/or Case Managers will be the contact person for provision of services. Related service providers will work in conjunction with teachers and parents to provide appropriate services.

Pandemic Period and District Response to Activities (School Closing)

The decision to close schools may be made to prevent further spread of an epidemic or in response to high student and/or staff absenteeism. The Superintendent will make school closure decisions in consultation with the Wright County Health Department, local officials, and neighboring school district superintendents. Current CDC recommendations will help guide closure decisions.

Possible School Closure Trigger Points:

- Student absenteeism
- Teacher/Staff absenteeism
- Confirmed case(s) of COVID-19.
- To protect public health and safety.
- When advised to close by the Governor or state and local health authorities.

The Superintendent may cancel all activities on district property by outside groups, even if some schools in the district remain open. When a school is closed, activities scheduled at that school, including use by community groups, may be canceled.

Activities held at another location that involve students and staff from a closed school may cancel at the discretion of the building principal, in consultation with local health authorities.

Schools may be closed to all staff and students, or just students. If schools are closed only to students, staff members are expected to work regular schedules or use appropriate leave unless otherwise directed.

SOCIAL, EMOTIONAL, AND MENTAL HEALTH NEEDS

- Teachers, staff, and administrators will monitor and observe students (as well as colleagues) for possible social, emotional, or mental needs and refer to the counselor and/or health office as needed.
- The counseling and/or health office will utilize supplemental resources as deemed needed.
- Parents and families are encouraged to monitor and observe at home (especially during any interruptions of in-person instruction) for social, emotional, and mental health needs and contact the appropriate building counseling and/or health office as needed.

Student Services

Maintaining the health and safety of our students continues to be of paramount importance as we plan for our return to school. With that in mind, it is crucial we ensure student information remains up to date. In the event a student becomes ill, we must be able to get in contact with the parent/legal guardian or their designated alternate contact.

**Please note this is a fluid document and subject to change based on current data and trends.*

- Protocols will be reviewed no less than every six months and may evolve and change as new information and guidance is received from governing agencies as well as students, families, school administrators, teachers, staff, and other key stakeholders.
- Availability of Plan in Other Languages: The Hartville R-II District will provide a copy of the SRCSP in other languages including orally upon request. Requests should be made to the District's Central Office. 175 N. School Ave. Hartville MO 65667.