

## **Building Specific Implementation:**

*Updated August 6, 2020*

School: Clear Fork High School  
Address: 987 St Rt 97 Bellville, Oh  
Principal: Brian Brown  
Assistant Principal: Shawn Ramion  
Office Phone: 419 886 2601  
Fax Number: 419 886 4749



## **The Students Daily Journey:**

**Items required for the school day:** Face covering and ear buds/head phones and Chromebooks. Students are required to wear a face covering upon entering the building and throughout the day unless otherwise specified or directed by a staff member. It is recommended that students have with them a back up or replacement face covering.

## **Face Covering**

OCHA (Ohio Children's Hospital Association) recommends all children wear face coverings/masks when returning to school consistent with AAP (American Academy of Pediatrics) and CDC (Center for Disease Control) guidelines-and specifically children in grades K-12- with the following exceptions.

1. Children under the age of 2
2. Any child unable to remove a face covering without assistance
3. A child with a significant behavioral/psychological issue undergoing treatment that is exacerbated specifically by the use of a facial covering (e.g. severe anxiety or tactile aversion)
4. A child living with severe autism or with extreme developmental delay who may become agitated or anxious wearing a mask
5. A child with a facial deformity that causes airway obstruction

Beyond these categories, there are no diagnoses that warrant blanket exemptions from wearing a face covering/mask. Specifically, asthma, allergies and sinus infections are not a contradiction for using a face covering/mask.

### **Entering the Building:**

All students (and staff) entering the building will need a “Daily Health Assessment” which will consist of a temperature check and answering 5 questions (appendix). The Daily Health Assessment will be implemented by Office staff and duty staff

Students will be required to wear a face covering and to wash their hands or sanitize their hands upon entry to the building. Hand sanitizer will be provided to students at the door by a staff member on duty or they may use the closest located restroom to the door they are entering.

**Arrival By Bus:** Students will be dropped off at the doors located by the bandroom. Students will be expected to either wash their hands or use hand sanitizer provided by the staff member on duty. Students will then proceed to the cafeteria where they may purchase breakfast and report directly to their first period class.

**Arrival By Car:** Students will be dropped off at the front doors of the high school. Students will be expected to wait in line to enter the building at the spots marked on the sidewalk at 6 foot intervals. Students will have their temperature taken and be expected to answer several questions before entering the building. On inclement weather days this process will be moved indoors. Students may use the hand sanitizer which will be provided by the staff member on duty or they may go to the closest restroom to wash their hands. Students will then have the option to purchase breakfast

**Later Arrivals:** Students will be buzzed into the office where the pre- school checks will be conducted by office staff.

### **Exiting the Building:**

**Bus Riders:** Dismissal is the same as class change. Duty staff will be present to enforce the social distancing. Students will report directly to their bus. No congregating will be permitted.

**Car Riders:** Dismissal will occur after the buses have left the premises. Duty staff will be present to enforce the social distancing. Students will report directly to their cars. No congregating will be permitted.

**Hallways:**

**Traffic Flow & Markings:** The hallways will be divided down the middle and follow typical traffic patterns (always walking on the right side). Students will walk in single lines and maintain 6 foot spacing.

**Schedule:**

The school day will be shortened to 5 ½ hours with the tardy bell being at 7:40. Periods 1, 2, and 3 will be 60 minutes long. Periods 7 and 6 will be 40 minutes and periods 4 and 5 will be 35 minutes. Students will be assigned to one room for the day. The class the student physically attends will rotate on a weekly basis. Week one-students will report to 1st period, week two-students will report to 2nd period, week three-students will report to 3rd period, week four-repeat the rotation. Students will present for that period face to face session. The remaining classes will be through a remote/zoom learning environment. Students will be expected to have ear buds and to zoom into the rest of their scheduled classes. Exceptions will be made with afternoon lab classes along with band and choir.

Class Periods will be as follows:

1st	7:40-8:40	Lecture and zoom 7:50-8:20
2nd	8:40-9:40	Lecture and zoom 8:50-9:20
3rd	9:40-10:20	Lecture and zoom 9:50-10:20
7th	10:40-11:20	Band and other lab environments will be dismissed by PA Lecture and zoom 10:50-11:10
6th	11:20-12:00	Band and other lab environments will be dismissed by PA Lecture and zoom 11:30-11:50
5th	12:00-12:35	Lunch period Student drivers with no remaining academic classes will be permitted to leave at this time.
4th	12:35-1:10	Lunch period Student drivers with no remaining academic classes will be permitted to leave at this time.

Students bus riders will be dismissed by PA, any remaining drivers will be dismissed after all buses have departed.

Staff will establish office times where they will be available for zoom questions and

Answers (see staff opening day notes and syllabus) 1:10-2:50 ( Establish a 40 minute or more office period where you receive questions in an open zoom format.)

**Employee Training:**

- Employee Training will take place during the 5 planned in-service days.

**Student Training:**

- Proper handwashing procedures
- Coughing, sneezing into elbow or tissue
- Proper social distancing
- Proper filling of water bottles at refilling stations

**Social Distancing and monitoring:**

Students will remain in their assigned classroom for the day. Students in band and choir will be dismissed by PA to attend at the scheduled time. Available staff will be monitoring the hallways. Band will be outside when available, otherwise students will be divided between the auditorium and band room to social distance.

**Locker and Cubby Usage/Student Possessions:**

Lockers will not be assigned or used. Students will keep all belongings with them in their assigned rooms.

**Classroom:**

Classroom Setup: Space will be used to maximize social distancing.

Social Distancing: Teacher will be positioned at the front of the classroom with students spaced 6ft apart from the teacher.

Shared Equipment and Supplies: There will not be any sharing of supplies. Any supplies used will be gathered and sanitized at the end of the day in preparation for the next day.

Procedures for Supplies brought in for class use: Students will not be permitted to bring in supplies that would be shared.

**Specialty Classes and Considerations:**

**Physical Education:** Students will not change for class but will be required to have proper footwear.

**Music, Art, Labs:** There will be no sharing of supplies, Students will be required to maintain 6 ft distancing. Band and choir will adhere to 9 feet. Supplies will be sanitized at the end of the day.

**College Credit Plus:** Online learning environments will be utilized to deliver instruction. Field Trips: There will be no field trips.

**Bathrooms:**

Open Bathrooms: Bathrooms will be monitored by the staff in proximity to limit the occupancy at any given time. Students will be required to sanitize prior to entering and upon exiting the bathroom.

**Water Fountains:** Students are expected to carry their own water bottle and may refill their bottle at school at the touchless bottle filling stations throughout the day. Water fountains will not be accessible and turned off.

### **Food Services:**

**Breakfast Procedures:** Grab and go breakfast will be available for students to take to their first period class.

**Lunch Procedures:** Lunch will be available to the students at the end of the day. Students will be permitted to eat in the cafeteria or leave for the day if transportation permits. The cafeteria will be monitored to ensure 6ft distancing in any lines and seating.

**Microwave:** Will not be available

### **Extra Curricular Activities:**

Academic related extra curricular activities will be available. Recommended protocols for distancing and wearing masks will be observed.

### **Preventing the Spread/Health and Safety Measures:**

#### **Handwashing:**

**Education of procedures and process:** ie how to hand wash, when, how often  
Minimum Hand Washing Requirements: Students will be required to wash their hands upon entry to the building, before lunch, after lunch, and before leaving the school.

#### **Physical and Social Distancing:**

Social distancing will be monitored and maintained when possible.

#### **Face Masks, Face Shields, Protective Barriers:**

Face coverings will be worn by staff and students in the hallway. Face masks and shields may be removed in the class pending the assurance of 6ft. Social distancing. Staff will be given two masks, face shield, and goggles.

### **Promotion of Good Hygiene Practices and Education of the Practices:**

Hand sanitizer and hand washing will be encouraged and available at all times during the school day.

**Cleaning and Sanitizing:**

Cleaning and sanitizing will be conducted daily by custodial staff.

**Building Visitors:**

Eliminate visitors and volunteers as much as possible to help ensure the health and safety of the staff and students. All permitted visitors are to complete a well self-check, including temperatures

**Symptoms of COVID-19 at School:**

Students displaying COVID-19 symptoms will be referred to the office for further evaluation. Students may be sent home and required to be cleared by a medical professional prior to returning to school.

**Diagnosed or Exposure to COVID-19:**

Students diagnosed with COVID-19 will follow guidelines established by the Health Department as it relates to quarantine and being cleared to return. Students will continue their learning remotely at this time.

**Promotion of Good Hygiene Practices and Education of the Practices:**

CDC posters will be given to each classroom teacher that outlines good hygiene practices. They will also be posted in common spaces. These posters will be used to educate students.

CDC handwashing posters will be in all classrooms above their sinks, in addition to all common area handwashing stations.

**Attendance and Consistent Attendance:**

Students will be counted as being in attendance by physically reporting to school or remotely signing in at designated class times.

**Communication with Families:**

Parents are encouraged to frequently check the district webpage and be enrolled in the High School Remind text notifications. Parent Teacher conferences will be conducted remotely through Zoom or by phone. Conferences need to be pre arranged with the staff member.

**Internet and Technology Accessibility:**

Attached to this document is the acceptable use statement regarding the use of cameras on District Chromebooks. In addition, please refer to the acceptable use policy in the student handbook. Every student will be provided with a Chromebook. Teachers will utilize Google Classroom and Zoom as part of remote and face to face education.