

2021 RETURN-TO-SCHOOL PLAN



Prepared for the Students, Parents, and Staff of
Greenfield-Central Community School Corporation

TABLE OF CONTENTS

[INTRODUCTION](#)

[Guiding Principles](#)

[Personal Health and Safety](#)

[Masks](#)

[Vaccinations](#)

[Self-Screening](#)

[Positive COVID-19 Test](#)

[Contact Tracing and Exclusion from School](#)

[Clinic Protocol](#)

[Transportation](#)

[Food Service](#)

[Cleaning Procedures](#)

[Teaching and Learning](#)

[Overall Expectations](#)

[Classroom Set-up and Considerations](#)

[Onsite Considerations](#)

[A WORD OF CAUTION](#)

INTRODUCTION

We have created this plan to aid in navigating the reestablishment of school procedures following the disruptions caused by the COVID-19 pandemic during the 2021-2022 school year. Our goal is for employees, students, and families to be safe and to reduce the impact of lingering COVID-19 conditions upon returning to our schools.

The guidelines referenced in this plan are based on guidance from the Centers for Disease Control and Prevention (CDC), the World Health Organization (WHO), Indiana State Department of Health (ISDH), Family and Social Service Administration (FSSA), and the Hancock County Health Department. Regular updates will be made to this plan based on information provided by the CDC, WHO, and other pertinent applicable federal, state and local agencies. **As circumstances and guidelines from the health organizations referenced above change, the guidance in this document may change.** We will continue to monitor local and regional COVID-19 data and guidance, collaborate with area schools and our local health department, and adjust our plan accordingly.

Guiding Principles

We have prioritized our decisions along the following guidelines:

1. Follow the health and safety protocols as directed by the CDC, ISDH, and the Hancock County Health Department, while being cognizant that safety protocols should not be so extensive as to damage the growth of the whole child (particularly socially and emotionally).
2. Commit to creating a plan that honors the growth of the whole child - Maintain focus on the academic, social, and emotional needs of students
3. Maintain the ability to be flexible in order to efficiently respond to the dynamics of COVID-19 and for teachers to excel professionally while being mindful of teachers' wellness needs.

Personal Health and Safety

The COVID-19 RETURN TO SCHOOL GUIDELINES are based upon guidance from the Hancock County Health Department, Indiana State Department of Health, Indiana Department of Education, and the Center for Disease Control and Prevention.

Masks

To date, schools are able to exercise local control regarding the mask requirement. We will continue to seek and follow the guidance of health professionals and organizations to assist in

this decision-making process. Accordingly, we began the school year with a “Recommended, Not Required” position on the matter of wearing masks while indoors on school property.

UPDATE (9/2021): Guidance in September from the CDCs and the parameters promoted by Governor Holcomb and the Indiana Department of Health indicated that contact tracing would no longer exclude students from school attendance, provided all students and staff regularly wear masks throughout the school day. Due to this guidance and to the number of students who were excluded from school attendance due to contact tracing, the Greenfield-Central Board of Trustees voted on September 20, 2021 to reinstate a mask mandate in all schools. The revised guidelines can be found below.

Currently, Greenfield-Central Schools will adhere to the following guidelines:

- Students and their families must wear a mask during the school day. Masks remain “Recommended, Not Required” for school events.
- Staff members must wear a mask during the school day and for school events.
- Visitors must wear a mask during the day. Masks remain “Recommended, Not Required” for school events.
- The corporation may make exceptions to the mask-wearing policy based on individual circumstances.

UPDATE (3/2022): Due to updated guidance from health professionals, masks are “Recommended, not Required” during the school day and for school events.

Vaccinations

The decision to receive a vaccination for COVID-19 remains a personal choice. It is not a requirement for school attendance.

- Immunizations--other than the COVID-19 vaccine--are expected to be up to date the first day of school. If a student is non-compliant with immunizations as stated by the guidelines set forth by the Indiana State Department of Health, the student will be excluded from attendance. Immunizations are expected to be current for students whether they are attending school in person or virtually.

Self-Screening

- Students and staff should self-screen prior to school or extracurricular activities.
- Symptoms for Consideration for exclusion from school:
 - Fever or chills (temperature greater than 99.9)
 - Sore throat
 - Cough, shortness of breath, or difficulty breathing (especially new onset, uncontrolled cough)
 - Diarrhea, nausea or vomiting, or abdominal pain

- Headache (particularly new onset of severe headache, especially with fever)
- New loss of taste or smell
- **UPDATED (3/2022)** ~~If staff/student experiences a fever or other symptoms listed above, a doctor's note will be considered for return to school if the diagnosis is non-COVID-19 related.~~
- **UPDATED (3/2022)** ~~If staff/student experiences COVID-19 symptoms, as listed above, and does not visit a doctor, staff/student must remain at home for 10 days after first symptom(s) appear AND three days of being fever free without the use of fever reducing medication, AND three days of improving symptoms.~~
- **UPDATED (3/2022)** ~~Any staff or student who is symptomatic or who has been identified as a direct/close contact to a confirmed COVID-19 positive case, must follow the most current guideline established by The Indiana State Department of Health prior to returning to any in-person school activity.~~
- **UPDATED (3/2022)** Staff/student must be fever/vomit/diarrhea free for 24 hours and 24 hours with other symptoms improving in order to return to work/school.
- In order to encourage students to stay home when they are ill, awards and incentives for perfect attendance should be discontinued for the 2021-2022 school year.

The above guidelines, established by the Indiana State Department of Health, regarding returning to school after an illness are subject to change. The most current guidelines from the ISDH can be found here: [ISDH COVID-19 Return to School Guidance](#).

Positive COVID-19 Test

- ~~If staff/student tests positive for COVID-19, they must remain at home in isolation for 10 days after the first symptom(s) appear AND three days being fever free without use of fever reducing medication, AND three days of improving symptoms.~~
- ~~If a staff member tests positive for COVID-19, he/she is to report results to their direct supervisor. The supervisor will notify the COVID-19 nurse via email at health@gcsc.k12.in.us. (Please note that this email should be used exclusively for positive notification purposes.) The COVID-19 nurse will contact the employee that tested positive to obtain additional information and for documentation purposes.~~
- ~~If a student tests positive for COVID-19, the COVID-19 nurse will be notified by the person receiving that information. The nurse will communicate with the parent/guardian regarding the positive result.~~
- ~~Students and staff will only be notified of positive cases if they are identified as a close contact. Blanket notifications will not be made when a positive case is identified.~~

UPDATE 3/2022:

- If staff/student tests positive for COVID-19, they must remain at home in isolation for 5 days after the first symptom(s) appear AND symptoms improving AND 24 hours free of vomiting, diarrhea, or fever, without the use of medication.
- Positive covid cases should be reported to the GC Health Services department via phone call or email to health@gcsc.k12.in.us.

Contact Tracing and Exclusion from School

- ~~Assigned seating will be used in classrooms and cafeterias in order to assist staff when conducting contact tracing (in the event that there is a positive COVID-19 case).~~
- ~~A close contact is someone who is unvaccinated and identified via contact tracing as being within three feet for longer than 15 minutes (with or without a mask) of a positive COVID-19 person.~~
- ~~Per instructions from the Hancock County Health Department and the Indiana Department of Health (7/7/2021): "Schools may determine their masking plan for return to school, but COVID is a communicable disease. We are still managing a pandemic and schools are required to report positive cases (contact trace) and quarantine those who are unvaccinated and deemed as close contacts."~~
- **UPDATE (9/2021):** Guidance in September from the CDCs and the parameters promoted by Governor Holcomb and the Indiana Department of Health indicated that contact tracing would no longer exclude students from school attendance, provided all students and staff regularly wear masks throughout the school day.
- **UPDATE 3/2022:** The guidance issued by the Indiana Department of Health in February states that contact tracing and quarantining in schools is no longer recommended.

Clinic Protocol

- Clinic staff will wear surgical grade masks and gloves when caring for students or staff who are ill. **UPDATE 3/2022:** Clinic staff may wear masks and gloves when providing care in the clinic.
- Clinic staff will wear scrubs and closed toed shoes while working in a clinic. It is recommended that staff change prior to leaving the building to reduce the risk of transmission to their home environment. **UPDATE 3/2022:** Clinic staff will wear scrubs and closed toed shoes while working in a clinic.
- Clinic personnel will be provided education from the corporation nurse regarding the decision making process for sending students/staff home. This guidance is subject to change, but will incorporate current recommendations as established by the ISDH via the [COVID-19 Screening Decision Tree](#).
- Staff will not be seen in the clinic for routine care. If a staff member feels as if they are ill, they should report this to their supervisor and leave the building as soon as possible. (Coverage for the teacher should be handled via normal emergency leave procedure.) They should not report to the clinic for temperature checks or other care unless medical support is vital to their well being.
- The corporation nurse will develop guidelines for health assistants to use for daily operations of the clinic.
- Establish guidelines that reduce unnecessary visits to the school clinic. Educate teaching staff on following established protocol.

Transportation

1. All Bus Drivers, Monitors, and Students will wear masks while on a school bus
UPDATE (3/2022): Per guidance from the CDC, masks are no longer required on school buses.
 - a. Drivers will be expected to make every effort to keep the first two rows of seats empty. We can use this area to quarantine students showing symptoms or students that just show up to ride and don't have an assigned seat.
 - b. The driver will be permitted to lower their mask when no one is on the bus.
 - c. Buses will be cleaned after am and pm routes.
2. Bus stop protocols
 - a. Bus stops will have the same protocols as common areas and school buildings
 - b. Parents should utilize the Ride 360 Parent App. This will allow them to know when the bus will arrive and can discourage students from congregating at bus stops.
 - c. Students should only come to the bus stop if they pass the self-screening app and should follow social distancing guidelines while waiting on the bus.

Food Service

1. All food service personnel will follow the G-C personal health and safety recommendation for mask wearing.
2. All meals will be served in the cafeteria.
 - a. Serving lines and other common touch spaces will be sanitized between each meal group
 - b. Dining room tables will be sanitized between each group
 - c. School officials will work to increase distancing between students while they are waiting in line and while seated
 - d. Touch-free bottle fillers will be accessible to all students and staff.
 - e. Hand sanitizer available in each dining room for student and staff use.
 - f. Food products from home for individual student lunches are allowed but students are not to share food from home.
3. Eliminate use of biometric screening (Tier 3 and 4)
 - a. Cashier can enter student names or ID number
 - b. Name badges on lanyards for KDG students is recommended
4. Payment Options:
 - a. Families should use online payment options.
 - b. If necessary, cash/check payments can be given to the cashier in the cafeteria or the student's teacher
5. Visitors will be limited in the cafeteria setting

Cleaning Procedures

1. Routine cleaning will continue as normal. Periodic and targeted fogging will be conducted.
2. Frequent cleaning of high touch surfaces (door handles, locker handles, etc) will occur during the school day
3. Frequent high touch surface cleaning should occur throughout the day with deep cleaning done by custodial staff at the end of each school day.
4. Water fountains will continue to be closed. Water filling stations will be available once a safe filling procedure is established. Students are permitted to bring their own water bottles from home and are encouraged to do so.

Teaching and Learning

Overall Expectations

Teachers should work within their PLC to prioritize standards, determine expected level of mastery, and create short diagnostic assessments that will inform their instruction. A focus on first, best instruction for each student will accelerate each student's learning.

Classroom Set-up and Considerations

- Teachers can determine how to set up their classroom seating arrangements for the school year, based on what is best for students' social, emotional, and academic needs. This includes the ability to utilize collaborative practices and small group instruction within the classroom.
- Shared materials (manipulatives): Teachers may have students share materials. Best practice would indicate that students wash their hands or use hand sanitizer prior to and immediately after handling these materials. Limiting certain manipulative sets to smaller groups of students (by color coding, for example) is a safe practice.
- Individual materials (markers, pens, etc): Students should have individual supplies for their use to limit the sharing of pens, dry erase markers, etc.
- Devices should not be shared between learners. All devices can be cleaned using a disinfectant wipe.
- All soft/porous materials (pillows, soft seating) must be removed from the classroom.
- Every classroom will have a hand sanitizer dispenser and either a bottle of EPA/FDA approved disinfectant or disinfectant wipes. There is no requirement to clean desks between class periods, though the practice will be encouraged.
- Performing Arts classes will follow [current ISSMA guidelines](#) as to mitigation of the spread of germs.

Onsite Considerations

- Some schools may make adjustments to arrival and dismissal protocols: Students may report directly to classrooms while others will be grouped in their cohorts.
 - Prioritize push-in services in place of pull-out services when feasible
 - Playgrounds will be open.
- In some schools, lockers will be assigned and used, though their use will be more limited than in previous years.
- Schools will continue to seek ways to create more social distancing in the cafeteria settings.

A WORD OF CAUTION

These plans and procedures are fluid and are likely to change as our environment changes and we receive additional guidance from the Center for Disease Control and the Indiana State Department of Health. We seek our community's patience and flexibility as we work to educate our students in these unusual times.