



Covington Community School Corporation

Back To School Plan **2021 – 2022**

The information and guidance contained in the “Back – To – School Plan” are in effect for all school corporation facilities and campuses, including Covington Community High School, Covington Middle School and Covington Elementary School.

CCSC will begin the 2021 – 2022 school year as scheduled on Thursday, August 12, 2021.

In order to address the local impact and possible spread of COVID-19 the school corporation has implemented the following guidelines, effective July 1, 2021.

Note: Changes to the guidance provided within this document may occur as a result of guidance and requirements from the Governor, CDC, Indiana State Department of Health, and the Fountain – Warren County Health Department.

School Operations

- All students will attend in-person instruction in the traditional Monday – Friday format.
 - The high school will continue to offer the APEX on-line learning opportunity as approved by the building principal.

Note: CCSC believes that the best learning opportunity for the individual child is through in-person instruction. With this said, we recognize that individual situations may develop around which an option, such as APEX, may be the most effective for the respective student. When, and if, such a situation may occur, the individual student/family should schedule a meeting with the respective building principal to initiate a review.

- Daily schedules will remain as previously used with in school times of 8:00 a.m. to 3:00 p.m. at the high and middle schools. The elementary school will continue to provide instruction from 8:05 a.m. to 2:55 p.m.
 - Wednesday early release schedules will also remain the same.
 - ✓ High and Middle School – 8:00 a.m. to 2:35 p.m.
 - ✓ Elementary school – 8:05 a.m. to 2:25 p.m.
- CCSC will follow the IDOE attendance guidelines for student absences due to illness. Further, the school corporation will monitor IDOE guidance and recommendations for student absences related to COVID-19 throughout the school year.
- The school corporation will not recognize perfect attendance for award purposes.
- Students and staff are encouraged to bring their own water or water bottles for use when possible.

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Health Protocol

CCSC recognizes it is not possible to eliminate all COVID-19, as well as other health, risks and it is with this in mind that our reentry plan has been designed in an effort to mitigate the spread. These essential health protocols and procedures are to be followed by all students and staff members.

The building administrators, in conjunction with their respective nurse, will work closely with the corporation superintendent and director of operations in implementing the health and safety protocols.

When and if new guidelines and protocol may be determined, the school corporation will make adjustments to the school reentry plan.

- Students and staff members should self-assess for COVID-19 symptoms on a daily basis.
- Students and staff members are to stay home if sick.
 - Students and staff members are to remain home if someone in the household has COVID-19 symptoms or is being tested for COVID-19.
 - Symptoms include, but are not limited to fever, chills, nausea, vomiting, diarrhea, unexplained cough, headache, body aches, and/or new loss of taste/smell.
- COVID-19 specific signage will be placed throughout each facility.
- Individuals are encouraged to wash hands frequently with soap and water, in particular:
 - Before and after meals and snacks;
 - Before and after recess;
 - Before and after sharing supplies or equipment; and
 - After going to the restroom.
- Hand sanitizer will be available throughout the school building for use by students and staff.
- Cover coughs.
- CCSC supports individual and family choice as related to decisions around the COVID-19 vaccination.
 - The school corporation does not have a requirement related to COVID-19 vaccinations.
 - Proof of vaccination is not required.

Masks

- Masks will be optional for all students and staff.
- Note: The Indiana State Department of Health recommends the use of masks under specific circumstances. Individuals are encouraged to visit the ISDH website for more information.

Teaching/Learning

- CCSC will make best efforts to ensure the recommended 3 feet of social distancing is in place, including with the placement of classroom furniture.
- Instructional supports will be provided to students who are academically and socially/emotionally at-risk.
- Assigned seating, as well as seating charts, will be utilized.
- Social and Emotional Learning curriculum will be utilized at all of our schools.

Food Services

- Assigned seating, as well as seating charts, will be utilized in the cafeteria.
- Visitors will not be allowed.

Transportation

- Cleaning will occur after pick – up and drop – off.
- Assigned seating, as well as seating charts, will be utilized.

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- Siblings will be required to sit together.
- Per CDC order, masks are required to be worn on public transportation, which includes school buses.
- School buses will be sanitized daily, following drop off in the morning and evening.
- Students will not be allowed to invite guests to ride home with them on a school corporation bus.

Health Clinic

- The health clinic will be utilized to evaluate students with a potential illness.
- Students exhibiting COVID-19 symptoms will be isolated from other patients.
- Any individual, students/staff, exhibiting COVID-19 symptoms will be required to wear a face covering.
- The clinic will be sanitized and disinfected on a regular basis.
- School nurses shall wear PPE.
- Parents/Guardians shall not have access directly to the health clinic.
- A record of individuals entering the isolation area, as well as the clinic, will be kept.

Illness

- A strict social distancing of 6 feet, or greater, will be required for all ill students and staff.
- An individual exhibiting COVID-19 symptoms during the school day will be assessed by the school nurse. Nurses will use their medical expertise in communicating the next steps with the parent and/or guardian.
- Students being picked up by a parent, or guardian, will be walked out of the building to the designated location.

School Exclusion/Return

- State statute gives public school districts the authority to exclude students who have a contagious disease such as COVID-19 or are liable to transmit it after exposure (IC 20-34-3-9). In addition, the local health department has the authority to exclude students from school and may order students and others to isolate or quarantine (IC 16-41-9-1.6).
 - CCSC will monitor CDC guidelines as related to student and staff illness, exclusion and quarantine.
- It is imperative that all staff, students, parents, and visitors report a positive COVID-19 test result as soon as possible to the school corporation. Close exposures to known, or probable, COVID-19 cases, without the proper PPE, should also be reported. An option to report information through e-mail or our automated phone system has been established as follows:

Reporting Contact Information:

Email: Covid19@covington.k12.in.us

Phone: 765.793.4877, Option 7

- Students and employees shall be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC guidance that is not otherwise explained.
 - Documentation of an alternate diagnosis, from a medical/healthcare provider will be required.
- Once an individual is excluded from the school environment they may return if they satisfy the ISDH recommendations. 14 Days is the preferred length of quarantine.
 - For individuals who have/had the COVID-19 illness, including those who do not have a confirmed COVID-19 test result (positive or negative):
 - Isolation is recommended during a period of illness.
 - Remain at home for at least 10 days following the onset of symptoms, or a positive test result.
 - Individuals may return after 10 days (day 11) as long as the following is occurring and is adhered to:
 - Symptoms are improving.
 - Have been fever free for at least 24 hours without the use of fever reducing medications.
 - Masks must be worn at all times, while in a school facility and on a school campus, during the period of Day 11 – 14.

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- The individual will be required to utilize an alternate lunch location during Day 11 – 14.
- Maintain the recommended social distancing of 3 feet at all times during the educational school day.
- If symptoms reappear/appear, the individual will be expected to remain at home.
- If symptoms reappear/appear while at school the individual will be sent home.
- Individuals may return on Day 15 without enhanced precautions.
- All fully vaccinated individuals who remain asymptomatic, including if a close contact, do not need to quarantine, but should monitor for symptoms throughout the 14 Days following exposure.

Close Contacts

- A close contact is anyone within 3 feet of a confirmed positive COVID-19 individual for 15 minutes or more. Per CDC and ISDH guidance, these individuals are required to quarantine.
- Contact tracing will be conducted when a verified positive COVID-19 case is reported to school officials.
 - Note: Contact tracing will also be conducted when a parent/guardian/family/student reports a verifiable close contact to a confirmed COVID-19 case.
- Students and staff members identified as a close contact to a confirmed positive COVID-19 individual will be required to quarantine.
 - Students and staff members who have been fully vaccinated, and are not showing COVID-19 symptoms, are not required to quarantine.
 - Individuals who provide confirmation (medical provider documentation) of having had COVID-19 during a preceding exposure period of 90 days will not be required to quarantine, as long as they remain symptom free.
- Asymptomatic close contacts may return after Day 10 (on Day 11) with the enhanced precautions covered previously in place for Day 11 – 14.
- Asymptomatic close contacts may return after Day 8 (on Day 9) with a negative PCR test on days 5, 6, or 7. Individuals returning under this protocol will be expected to adhere to the enhanced precautions covered previously for Days 9 – 14.

Cleaning Protocol

- High touch areas will be sanitized on a regular basis.
- Cleaning will occur in the school buildings, classrooms, and buses daily.
- Recommended disinfectants will be utilized.
- Hand sanitizer will be available, in classrooms, and throughout each facility.
- Custodians and maintenance staff shall wear designated PPE during work hours.
- Staff will have access to disinfectant wipes and/or similar material to sanitize working surfaces and shared objects after use.

Field Trips

- Field trips are designed to meet curricular standards.
- For 2021 – 2022 such experiences will be considered on an individual basis.
- Parents/guardians will be provided the opportunity to opt their student out of a respective trip through a written notification.
- Students who opt – out will be required to attend regular instruction for the respective day (s).

Extra – Curricular

- Attendance at extra and co-curricular events is unrestricted.
- Masks are optional at events held on school corporation campuses.
- Per CDC order, masks are required to be worn on public transportation, which includes school buses.

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- Assigned seating, as well as seating charts, will be utilized
- Individuals planning on attending an event are to conduct a health screen prior to entering a school facility. If COVID-19 symptoms are present, the respective individual should modify their plans on attending.

Note: The guidance for extra and co-curricular events is subject to change as the local health situation may dictate.

Visitors and Volunteers

- All visitors to a CCSC campus will be screened, via verbal means, for signs and symptoms of COVID-19. An individual failing to satisfactorily answer the screening questions will not be allowed to enter.
- Essential vendors and contractors may be allowed into a school corporation facility, by appointment, and must adhere to the screening protocol students and staff are expected to meet.
- Essential deliveries will be dropped off in the foyer of the respective facility.
- Parents dropping students off in the morning, or picking up at the end of the day, will be required to wait outside.
- Plexiglass barriers will be in place in all school corporation offices.

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