

OPTION 1- FACE TO FACE INSTRUCTION WITH SAFETY PROTOCOLS

Dropoff, Pick Up, and Visitors

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none"> ● Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F must stay home. ● Provide a mask or face shield for your student to wear on the bus and while at school when needed. ● Limit visits to school as much as possible. ● Conduct a personal health screening prior to coming to a school building and do not come if you are running a fever higher than 100° or showing other symptoms ● Follow posted guidelines and read all signage whenever entering the building. ● Wearing a mask or face shield is required when entering the building. <p><u>Students</u></p> <ul style="list-style-type: none"> ● Wearing a mask or face shield is required when entering, exiting, or moving around the building. ● Report directly to your assigned classroom/area upon arrival to school. ● Maintain maximum physical distance from peers whenever possible in hallways, common areas, offices, etc. ● Will have temperate checked upon entering the building. 	<p><u>Teachers/Assistants</u></p> <ul style="list-style-type: none"> ● Supervise hallways and common areas to ensure students are reporting immediately to assigned class and not congregating in hallways or common areas. ● Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office. <p><u>Custodians</u></p> <ul style="list-style-type: none"> ● Disinfect common areas based on a schedule provided by school administration. This includes but is not limited to door handles, handrails, toilets, stalls, counters, and sinks. ● Ensure designated doors are propped open at arrival and dismissal. ● Ensure designated doors are closed after arrival and dismissal. <p><u>Administration</u></p> <ul style="list-style-type: none"> ● Ensure adequate supervision is available in parking lots, and in common areas of the building. ● Ensure proper signage is installed in hallways and common areas. ● Ensure supplies are readily available for custodians. ● Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators. ● Ensure designated doors are propped open at arrival and dismissal. ● Ensure designated doors are closed after arrival and dismissal. ● Eliminate parent and community volunteers to ensure safety and health of students and staff. ● Implement staggered dismissal times if necessary to maximize physical distancing and student safety. ● Ensure that Thermal Guardiar is being monitored. <p><u>Dismissal plan</u></p> <ul style="list-style-type: none"> ● Bus dismissal scheduled ● Walkers will be staggered during dismissal (siblings, then by grade) ● Parents can text child when ride arrives (Admin will verify the pick up)

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Classrooms

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<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none"> ● Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F must stay home. ● Provide a mask or face shield for your student to wear when needed during small group instruction. <p><u>Students</u></p> <ul style="list-style-type: none"> ● Wearing a mask or face shield is required when entering, exiting, or moving around the room. ● Wearing a mask or face shield is required when working directly with staff (i.e.- one-on-one, small group instruction, etc.) when distancing cannot be maintained. ● Wearing a mask or face shield is required when working closely with other students in small groups or lab settings. ● Maintain maximum physical distance from peers whenever possible. 	<p><u>Teachers/Assistants</u></p> <ul style="list-style-type: none"> ● Ensure classroom setup of desks provides physical distancing for students. ● Wear a mask or face shield when working one on one with students or when circulating around the room and proper physical distancing cannot be maintained. ● Ensure students maintain physical distance whenever possible. ● Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office. ● Eliminate shared classroom materials. ● Keep the classroom door open to maximize airflow and reduce the number of touches to door handles. <p><u>Custodians</u></p> <ul style="list-style-type: none"> ● Ensure teachers are provided with all supplies needed daily including disinfectant and paper towels. ● Disinfect classrooms during lunch when possible, and after school. <p><u>Administration</u></p> <ul style="list-style-type: none"> ● Ensure classrooms are physically distanced. (50% of fire code) ● Ensure classrooms are disinfected between classes, during plan bells, lunch and after school. ● Ensure supplies are readily available for custodians and teaching staff.

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Hallways, Lockers and Common Areas

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none"> ● Provide a mask or face shield for your student to wear when in hallways or at lockers. ● Provide your student with a water bottle daily as water fountains will not be available for use. <p><u>Students</u></p> <ul style="list-style-type: none"> ● Wearing a mask or face shield is required when in hallways or at lockers. ● Report immediately to your classroom, upon arrival to school. ● Carry a water bottle as water fountains will not be available for use. ● Follow all signage in the hallways and common areas. (Suggest One way traffic on each floor along with designated up and down stairwells) ● When possible, stay to the right when traveling down hallways and using stairs. ● Follow locker use schedules as provided by staff for buildings who issue lockers. ● Follow established procedures concerning locker use. 	<p><u>Teachers/Assistants</u></p> <ul style="list-style-type: none"> ● Supervise hallways and common areas to ensure students are reporting immediately to class and not congregating in hallways or common areas. ● Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office. ● Supervise implementation of locker use schedule to minimize congestion in hallways for buildings who issue lockers. <p><u>Custodians</u></p> <ul style="list-style-type: none"> ● Disinfect common areas based on a schedule provided by school administration. This includes but is not limited to door handles, handrails, toilets, stalls, and sinks. <p><u>Administration</u></p> <ul style="list-style-type: none"> ● Ensure proper signage is installed in hallways and common areas. ● Ensure supplies are readily available for custodians. ● Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators. ● Develop and implement locker use schedules for buildings where lockers are issued to students. ● Implement staggered dismissal times if necessary to maximize physical distancing and student safety.

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Restrooms

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none"> ● Provide a mask or face shield for your student to wear when in hallways and in restrooms. <p><u>Students</u></p> <ul style="list-style-type: none"> ● Wearing a mask or face shield is required when in hallways and in restrooms. ● Follow all signage in the hallways, common areas and restrooms. ● When possible, stay to the right when traveling down hallways to get to restrooms. ● If all restroom stalls are in use, students wait on floor markings outside the restroom entrance. 	<p><u>Teachers/Assistants</u></p> <ul style="list-style-type: none"> ● Assist in supervision of restrooms, hallways, and common areas between classes. ● Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office. <p><u>Custodians</u></p> <ul style="list-style-type: none"> ● Disinfect restrooms based on schedule provided by school administration. This includes but is not limited to door handles, toilets, stalls, and sinks. <p><u>Administration</u></p> <ul style="list-style-type: none"> ● Ensure proper signage is installed in hallways, common areas and restrooms. ● Ensure supplies are readily available for custodians. ● Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators. ● Provide supervision of restrooms between classes to ensure limited numbers of students are in restrooms at the same time. ● Implement measures such as closing sinks or urinals when necessary to allow for appropriate physical distancing.

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Lunches and Cafeteria

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none"> ● Provide a mask or face shield for your student to wear while at school when needed. ● Limit visits to school as much as possible including visits to drop off forgotten items. <p><u>Students</u></p> <ul style="list-style-type: none"> ● Schedule will be determined by Principal. ● Sit in designated seats. ● Follow guidelines for restroom use during lunch periods. ● If bringing a packed lunch, report immediately to your designated seating area. (Must be disposable) ● Follow physical distancing guidelines as much as possible in the serving areas. 	<p><u>Teachers/Assistants</u></p> <ul style="list-style-type: none"> ● Supervise designated eating areas to ensure students are properly physically distanced. ● Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office. ● Wear a mask or face shield when circulating around designated eating areas. ● Monitor and issue passes for bathroom use during lunch time. <p><u>Custodians</u></p> <ul style="list-style-type: none"> ● Disinfect all table tops and seats before and after each lunch in the common areas. ● Provide students and staff in classrooms with supplies to clean up before and after eating. ● Provide large trash bins for clean up in the areas where lunches are served. Make rounds to empty trash in a timely manner after lunches. ● Disinfect restrooms and common spaces between lunches. This includes but is not limited to door handles, handrails, toilets, stalls, and sinks. <p><u>Cafeteria Staff</u></p> <ul style="list-style-type: none"> ● Wear masks or face shields while serving food. ● Clean and disinfect serving areas and tables between lunches. ● Serve all food to students. Packaged lunches are recommended. <p><u>Administration</u></p> <ul style="list-style-type: none"> ● Ensure proper signage is installed in designated eating areas. ● Ensure enough seating is provided to ensure proper physical distancing and be practiced. ● Ensure supplies are readily available for custodians. ● Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators. ● Implement staggered dismissal times if necessary to maximize physical distancing and student safety.

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Transportation

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none">● Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F must stay home.● Provide a mask or face shield for your student to wear on the bus and while at school when needed. If you cannot provide a mask or face shield, the school will provide one. <p><u>Students</u></p> <ul style="list-style-type: none">● Maintain appropriate physical distances while at the bus stop, on bus lots, and while entering the building.● Sit two per seat on the bus and sit in your assigned seat.● Wear a mask or face shield while riding the bus.● Remain seated, facing forward while riding the bus.	<p><u>Drivers</u></p> <ul style="list-style-type: none">● Wear a mask or face shield while students are on the bus.● Provide reminders to students of bus expectations- 2 per seat, wearing masks or face shields, seated facing forward.● Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office.● Ensure the bus is disinfected following outlined safety protocols. <p><u>School/District Administration</u></p> <ul style="list-style-type: none">● Reduce the number of transfers and overall time on buses for students.● Monitor drop off and dismissal to ensure students do not congregate in groups.● Provide consequences, including loss of privilege to ride the bus to those who violate rules.● Assign drivers to a school with a schedule of routes.

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Health Services

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none"> ● Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F must stay home. ● Provide a mask or face shield for your student to wear on the bus and while at school when needed. ● Ensure contact information is up to date in the event the nurse needs to contact home. ● Ensure there are multiple, pre-arranged methods of getting a student home from school should they become ill or exhibit symptoms. <p><u>Students</u></p> <ul style="list-style-type: none"> ● Use designated entrances and exits to the office. ● Following physical distancing protocols as much as possible when in office. ● Wearing a mask or face shield is required when in or moving around the clinic. ● Wearing a mask or face shield is required if a student is determined to have a fever or other symptoms. 	<p><u>Nurse</u></p> <ul style="list-style-type: none"> ● Wear a mask or face shield when working individually with students. ● Ensure the workspace is kept clean and sanitized. ● Ensure physical distancing protocols are followed whenever possible. ● Isolate students who are showing symptoms to a separate area away from other students already in the clinic. ● Ensure the clinic is disinfected immediately following a student entering who is exhibiting symptoms. ● Ensure doors to the clinic are open to minimize use of door handles and to ensure maximum air flow to the area. <p><u>Custodians</u></p> <ul style="list-style-type: none"> ● Disinfect clinic based on schedule provided by school administration. This includes but is not limited to door handles, countertops, seating areas, restrooms, etc. ● Disinfect the isolation area after students who utilize the area have left the building. <p><u>Administration</u></p> <ul style="list-style-type: none"> ● Install barriers as needed to protect employees working in the nurse's office. ● Ensure proper signage is installed. ● Ensure regular cleaning and disinfecting takes place in the office area. ● Ensure seating areas are properly physically distanced. ● Ensure the student isolation area is properly supervised when in use.

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Meetings and Conferences

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none">● Notify the school of your preference to attend meetings in person, via phone, or using a virtual platform.● In person meetings should follow appropriate physical distancing protocols and it is recommended masks or face shields be worn when entering, exiting, and moving around the building.● Conduct a personal health screening prior to coming to a school building and do not come if you are running a fever higher than 100° or showing other symptoms. <p><u>Students</u></p> <ul style="list-style-type: none">● Participate in meetings as requested by parents/caregivers or school staff.● Follow physical distancing protocols.● Wearing a mask or face shield is recommended when entering the meeting, exiting the meeting, or when moving around the building to attend the meeting.	<p><u>Teachers/Assistants</u></p> <ul style="list-style-type: none">● When possible, attend meetings from the classroom using video technology. <p><u>Custodians</u></p> <ul style="list-style-type: none">● Clean and disinfect conference rooms after meetings or provide materials for cleaning and disinfecting to take place. <p><u>Administration</u></p> <ul style="list-style-type: none">● Provide parents/caregivers with options for in-person, phone, or video conferencing.● Ensure physical distancing guidelines are followed as much as possible when in-person meetings are held.● Ensure physical space used for meetings allows for distancing guidelines

If state or local regulations require a school closure, we would shift into remote learning using Google Classroom exclusively.

Student and Parent/Caregiver Expectations	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none">● Monitor student progress on coursework.● Developing a “school schedule” is recommended to keep routines in place for students while working from home.● Communicate questions and concerns immediately to staff. <p><u>Students</u></p> <ul style="list-style-type: none">● Following a regular “school schedule” is recommended to help keep routines in place for students while working from home.● Communicate questions and concerns immediately to teachers.● Participate in virtual sessions with teachers as scheduled.● Watch lessons provided by teachers and complete assignments according to timelines.	<p><u>Teachers/Assistants</u></p> <ul style="list-style-type: none">● Teachers will report to classroom.● Use Google Classroom as the platform for all assignments, links to resources, etc.● Grade work in a timely manner and provide feedback to students on assignments. <p><u>Technology Department</u></p> <p><u>Administration</u></p>

OPTION 2- STUDENTS AT HOME DAILY
INDIVIDUAL ONLINE LEARNING WITH SUPPORT USING GOOGLE CLASSROOM

Student and Parent/Caregiver Expectations and Additional Information	Staff Expectations
<p><u>Parents/Caregivers</u></p> <ul style="list-style-type: none"> ● Communicate questions and concerns immediately to staff. ● Monitor and support student progress through an online curriculum with parent/caregiver access to the online platform and progress information. <p><u>Students</u></p> <ul style="list-style-type: none"> ● This option is different from what students experienced during remote learning last spring. ● Students participating in this option will be using GOOGLE CLASSROOM exclusively, an online curriculum and platform that replicates the direct instruction and assignments that would be taught if in school. ● Students will not come to a school building for instruction. ● It is recommended students follow a schedule to complete online learning, assignments, and assessments. ● The online curriculum will meet the same standards as our Steubenville City Schools curriculum, but may not necessarily match the same pacing or activities that are delivered in school buildings. ● Students will have access to courses in all core areas (English language arts, mathematics, sciences, and social studies) ● Students will also have limited access to elective courses. ● Communicate questions and concerns immediately to teachers. ● Students and teachers will participate in virtual check-in meetings designed to support student course progress and provide opportunities for students to connect with each other. ● Students will earn grades for their work. ● If state or local regulations require a school closure, students participating in this option will continue as scheduled, and will continue to use the online curriculum and platform. ● Students may continue to participate in after-school activities at their school building, including extra-curricular activities 	<p><u>Teachers</u></p> <ul style="list-style-type: none"> ● Teachers will support students by assisting with use of the online platform, pacing, and providing feedback on assignments and assessments. ● Students and teachers will participate in virtual check-in meetings designed to support student course progress and provide opportunities for students to connect with each other. ● Intervention Specialists will provide useful and effective lines of communication with families and the students on an IEP. (Phone calls, district provided electronic devices, one on one meetings if allowed and social distancing requirements followed.) <p><u>Technology Department</u></p> <ul style="list-style-type: none"> ● The district will provide a chromebook for any student to use at home if needed; students will not be asked to share devices. ● The district will support families without wi-fi access. ● The district will provide help desk assistance when technology issues occur. <p><u>Administration</u></p> <ul style="list-style-type: none"> ● Ensure each student has a device at home. ● Monitor and assist teachers in the delivery of content for students. ● Monitor and assist Intervention specialists with what's required to follow student IEP. ● Implement appropriate grading procedures and work from home guidelines for staff.