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Jeffrey City Elementary Smart Start Plan

2020-21 School Year

This plan includes the specific details for the following areas in which we need to adapt to ensure the safety of our students and staff while also ensuring we are providing a strong learning environment. Although this plan is specific to Jeffrey City School, it is under the larger more comprehensive FCSD#1 Smart Start Plan where further clarification and explanation may be found.

This plan will be adjusted based on health department and district guidance throughout the course of the school year.

Health and Safety

Daily Screening to be Conducted by Parents

It is imperative that parents check daily for signs of illness before sending children to school. Students with any illness or the following symptoms must stay home. This list will be updated as necessary.

- Does your students have any COVID-19 symptoms:
 - Cough
 - Shortness of breath or difficulty breathing
 - A fever of 100.0°F or higher
 - Chills
 - New loss of taste or smell
 - Muscle or body aches
 - Nausea/vomiting/diarrhea
 - Congestion/runny nose (not related to seasonal allergies)
 - Unusual fatigue
- Does anyone in your household have any of the above symptoms?
- Has your student been in close contact with anyone who has a suspected or confirmed COVID-19 case?

The student must be excluded from school if they answer to any of the above questions is "yes."

- FCSD1 personnel will stay at home if sick or symptomatic as discussed above.

Screening Conducted by Jeffrey City Elementary

In addition to the expected parent screening of students, JCE may add additional screening protocols as needed. The following list are options but those options may change as information and need changes:

- Temperature checks -- no-touch thermometers have been purchased for this purpose and these checks may be given to specific students.
- Staff may ask specific, random, or all students screening questions consistent with COVID-19 symptoms (as listed above).
- Staff monitoring students in the classroom and requesting students exhibiting symptoms (as discussed above) be checked by school health staff.

Monitoring of Symptoms while Student is at School

Although parents will be responsible for the initial screen of students, JCE will remain vigilant throughout the day and will monitor any changes in students' health.

- Students and staff exhibiting Covid-19 symptoms (as defined above) during the day will be isolated to a designated location at the school, put on a face covering, and have their temperature checked. Students/staff with COVID-19 symptoms must go home.
 - Parents/guardians will be asked to pick up ill students as quickly as possible after being notified. Parents will need to call upon arrival to the school and then we will walk student out the door.
 - Students sent home with COVID-19 symptoms may return to in-person school once a physician's release is presented.
- Students and staff with COVID-19 symptoms will follow state and local health department guidelines and may be out for 14 days or more. If a student or staff member tests positive for the COVID-19 virus, they will follow local health orders (**See CDC, Wyoming Health Department, and Fremont County Health websites for current guidelines - these are listed at the end of this document**)

Physical Distancing

With only 2 students and 2 staff at Jeffrey City Elementary, it is much easier for us to maintain at least 6 feet of physical distancing than in most schools. We will continue to maximize time spent physical distancing as much as possible.

- We have purchased plexiglass dividers so that students and teachers can work in small groups while being physically distanced from each other.
- Students and staff will sit at least 6 feet away from each other during lunch, and while working independently.

- As always, teachers are encouraged to take students outdoors during good weather for classroom learning.
- In situations where adequate physical distancing is not possible, face coverings will be used, to the greatest extent possible, for all students and staff.
- Every effort will be made to reduce the use of shared items, or to ensure proper sanitation in between uses of shared equipment.

Sanitation

While JCE and their maintenance crew has always taken great pride in the cleanliness of their building we will continue to find ways that lead to even greater sanitation and a healthier learning environment for all. Below is a list of items/measures being taken to increase the hygiene of JCE :

- New air filtration system being installed at JCE
- Initial, thorough fogging before school starts
- Increased number of foggers available for regularly scheduled sanitation
- Hand Sanitizer available throughout the building
- Cleaning products provided to teacher for teacher and student use as needed between regularly scheduled maintenance cleaning.

Other Health and Safety Guidelines

- The number of visitors and volunteers allowed into the school will be limited. Family members may be allowed access to the Entrance only and health screening protocols apply.

Social and Emotional Learning Support

JCE is fully committed to the social and emotional health of our students, families, and staff--especially in these uncertain times. This summer, professionals throughout the district are engaging in professional development in the area of mental health support, social-emotional learning, and virtual instruction. This training will strengthen the district's ability to meet the unique needs of students, families and staff using trauma-informed, culturally responsive and resilience-building strategies and rigorous and engaging virtual instruction. When school resumes, students will engage in opportunities during the day to practice and reflect on a variety of social-emotional skills to prepare students to be successful.

Jeffrey City students will continue to have access to exceptional teachers, school counselors and school psychologists to support them as necessary. These staff members work closely with teachers and school administrators to provide all students with appropriate social-emotional supports. To ensure access to essential resources and services, school and district administrators will continue to work closely with educators throughout the building to proactively identify, provide, and monitor additional supports for students who are struggling socially, emotionally, and/or behaviorally. In addition, parents are welcome to share concerns with their child's educators and/or access support through the school or district offices.

Communication Plan

Jeffrey City teachers are committed to providing families, staff, and the community with clear and consistent information on a regular basis. To communicate with all stakeholders, the school will

- Follow the district communication plan using a variety of methods such as weekly updates to stakeholders regarding health orders and conditions that impact our school and families; updates posted to the website and district social media; when appropriate, direct communication via email and text; and updates to the Board at regular board meetings.

The School Day

Tier III - Closed

- The district will operate under the provisions of the approved district adapted (remote) learning plan.
- The district will comply with Fremont County and State of Wyoming public health recommendations regarding cleaning of facilities.
- Staff in the building will be provided PPE as requested and available.

Tier II - Hybrid

The district will follow Tier I Action steps for those physically attending school.

Tier I - Open

The subsections below pertain when students are physically attending school.

Student arrival, transitions, and dismissal

- Students will continue to be dropped off and picked up at the main entrance.
- Students and staff will wear face coverings when physical distancing cannot occur, such as during transitions.

School Operations

Transportation

- Parents who transport their children must remain in their vehicles when picking up or dropping off students in the normal pick-up/drop-off lanes.
- Students and staff are to wear face coverings on the bus to the greatest extent possible.
- Members of the same household may sit together on the bus.
- Busses/suburbans will be sanitized after each use, following guidelines provided by state and/or federal agencies.
- School administrators and nurses will be contacted to attend to any visibly ill student on the bus and contact parents after screening for COVID-19 symptoms.

Nutrition Services

- Cleaning and sanitation protocols will meet or exceed USDA, state health department, and federal food service guidelines.
- Students will not be allowed to access the school's microwave ovens.

- Students and staff will be seated at least 6 feet away from each other. Family groups can sit next to one another when appropriate.
- Snacks for birthdays or holiday parties are limited to individually packaged items only.

Facilities

- Only district employees and registered students will be allowed access to the school.
- Additional school personnel (Admin, Custodian, Specials teachers, etc), will limit visits to reduce potential risk of exposure.
- Facility staff will follow state and federal guidelines for cleaning and sanitizing a building if a student or staff member tests positive for COVID-19.

Instruction and technology

Tier I - Open

- On-site student learning will occur in accordance with state or local public health directives or orders.
- The district will provide high-quality, standards-based instruction for all students, whether that occurs in-person or remotely.
- The district will provide all specially designed instruction and related services as indicated on student IEPs. Parents will be notified of all changes to specially designed instruction or related service delivery.
- **Adapted Learning Plan:**
 - **Classroom teacher will maintain daily communication with students.**
 - **Classroom teacher will develop a daily schedule with independent and guided work for students to accomplish while not at school.**
- Jeffrey City School develops individual learning plans for each student based on prior and current assessment results. The staff then designs a plan to ensure students achieve as much as possible.
- Students will continue to receive both individual instruction on grade level and individualized instruction to meet their individual needs.
- The teachers at Jeffrey City Elementary excel at building strong personal relationships with students and families. They will continue this practice and include social emotional support as necessary for each student.

Tier II - Hybrid

- The district will provide all specially designed instruction and related services as indicated on student IEPs. Parents will be notified of all changes to specially designed instruction or related service delivery.
- The District will provide a Chromebook to any student in grades 3-12 who require a device to participate in learning from home.
 - For younger students, a device is provided as determined by principal, building staff, and household need.

Tier III - Closed

- The district will implement the approved adapted (remote) learning plan when state or local public health directives or orders require schools to close.
- Schools will assess the success and effectiveness of student learning in the adapted learning environment by soliciting regular feedback from staff, students, and parents.
- Virtual learning will include interactive learning sessions daily.

- Attendance is tracked at least once a week for those participating virtually.
- The district will provide all specially designed instruction and related services as indicated on student IEPs. Parents will be notified of all changes to specially designed instruction or related service delivery.

Music

- Elementary music will practice in-person with physical distancing.
- Music will be projected on screens whenever possible or students will be provided a personal copy of the music. Music will not be shared.

Assemblies and Field Trips

- All school events such as school assemblies, pep rallies, plays, dances, concerts, back-to-school nights, etc. will be reviewed on a case-by-case basis to determine whether or not they can safely be held.
- Travel will generally be limited according to county and state health orders and all field trips and/or other activities outside of school will be evaluated on a case-by-case basis.
- Students will only come into town when absolutely necessary, such as for school pictures. When in town, students and staff will wear masks and maintain physical distancing.