

Jackson City School District
Fall 2020 Reopening Plan Expectations
July 14, 2020

All Jackson City School District students will have the opportunity to attend school according to our normal calendar and will receive in person instruction with safety protocols included and expectations as outlined below.

Parent Expectations

- 1) Conduct a student wellness check including a temperature check prior to sending your child to school. Students with a temperature above 100 degrees should stay home.
- 2) Provide your student with a water bottle daily to cut down on the use of water fountains.
- 3) Transportation will still be provided, but parents/caregivers are encouraged to drop off and pick up their children, if possible, to lessen exposure to others while riding a bus.
- 4) Limit your visits inside the school as much as possible.
- 5) If you must visit the school, conduct a personal screening prior to coming to any building and do not come if you have a temperature above 100 degrees.
- 6) Follow posted guidelines and read all signage whenever entering the building.
- 7) Notify the school of your preference to attend requested meetings in person, via phone or by virtual platform.
- 8) Wearing a mask or face shield is required when entering any school building.
- 9) Communicate questions immediately to staff.
- 10) Monitor student progress on coursework.

Student Expectations

- 1) Wearing a mask or face shield is required in certain situations.
- 2) Wearing a mask or face shield is required when riding a bus.
- 3) Remain seated, facing forward when riding the bus.
- 4) Sit no more than two (2) per seat in your assigned seat while on the bus.
- 5) Wearing a mask or face shield is required for grades 3-12 when changing classes, in the hallways or when physical distancing is not possible.
- 6) Wearing a mask or face shield is required when working directly with staff in small group or one on one settings where proper social distancing is unable to be maintained.
- 7) Use designated entrances and exits to the building and the office.
- 8) Follow all signage in the hallways and common areas.
- 9) Report directly to the designated area upon entering the building.
- 10) Follow guidelines for restroom use during lunch.
- 11) If bringing a packed lunch, sit in the designated area if applicable for your building.
- 12) Follow physical distancing guidelines as much as possible when in line and in serving areas.
- 13) Bring a previously filled water bottle to cut down on use of the water fountains.
- 14) Maintain maximum physical distance from peers whenever possible.

- 15) When possible, stay to the right when traveling hallways and stairs.
- 16) Obtain a disinfectant wipe when entering the room and wipe down your area before being seated (when age appropriate).
- 17) Communicate questions and concerns immediately to teachers.

Administration Expectations

- 1) Ensure classrooms are as physically distanced as possible.
- 2) Ensure classrooms are disinfected between classes, when possible, and after school.
- 3) Ensure supplies are readily available for custodians and teaching staff.
- 4) Ensure adequate supervision is available in bus lots, parking lots, and in common areas of the buildings.
- 5) Reduce the number of transfers and overall time on buses when possible.
- 6) Provide parents/caregivers with options for in person, phone or video conferencing for meetings.
- 7) Ensure physical distancing guidelines are followed as much as possible when in person meetings are held.
- 8) Ensure physical space used for meetings allow for distancing guidelines.
- 9) Ensure proper signage is visible in hallways and common areas.
- 10) Ensure designated doors are propped open during arrival and dismissal times.
- 11) Ensure designated doors are closed after arrival and dismissal.
- 12) Eliminate non-essential parent and community volunteers entering the building to ensure the safety and health of students and staff.
- 13) Implement staggered dismissal times (if necessary) to maximize physical distancing and student safety.
- 14) Develop and implement locker use schedules for buildings where lockers are issued to students.
- 15) Provide reminders, issue warnings, contact parents/caregivers and issue disciplines to repeated expectation violators.
- 16) Provide supervision of restrooms between classes to ensure a limited number of students are in the restroom at the same time.
- 17) Implement measures such as closing sinks and urinals when necessary to allow for appropriate physical distancing.

Teacher Expectations

- 1) Wear mask or face shield upon entry/exit of the building(s), in hallways, common areas and in classrooms when proper social distancing is unable to be achieved.
- 2) Ensure that classroom setup of desk or tables provides optimal physical distancing for students.
- 3) Ensure that students maintain physical distance whenever possible.
- 4) Eliminate shared classroom materials.
- 5) Keep classroom door open to maximize airflow and reduce the number of touches to door handles.

- 6) Ensure that students use provided supplies to spray desks, chairs and common materials needed when they come into the classroom.
- 7) Supervise and monitor hallways and common areas to ensure students are reporting immediately to assigned class and not congregating unnecessarily.
- 8) Supervise designated eating areas to ensure students are as physically distanced as possible.
- 9) Provide reminders, issue warnings, contact parents/caregivers and report repeated expectation violators to the office.
- 10) When possible, attend meetings from the classroom using video technology.
- 11) Be prepared to transition to remote learning at any time.
- 12) Prepare students for the possibility of the transition to remote learning.
- 13) Keep accurate attendance records every period in the event contact tracing is required at any time.

Custodial Expectations

- 1) Make sure teachers are provided with needed daily supplies for sanitizing and disinfecting.
- 2) Disinfect common areas based on a schedule provided by administration.
- 3) Disinfect classrooms when possible during teacher planning, during lunch and after school.
- 4) Ensure designated doors are propped open during arrival and dismissal times.
- 5) Ensure designated doors are closed after arrival and dismissal times.
- 6) Clean and disinfect conference rooms after meetings or provide materials for cleaning and disinfecting to take place.
- 7) Disinfect restrooms based on a schedule provided by the administration. This includes but is not limited to door handles, handrails, toilets, stalls, counters and sinks.
- 8) Disinfect nursing and isolation areas based on schedule provided by administration or as needed when students leave the area.
- 9) Disinfect all table tops and seats before and after each lunch.

Bus Driver Expectations

- 1) Wear a mask or face shield while students are on the bus.
- 2) Ensure students receive and properly wear a mask when boarding the bus.
- 3) Ensure the first seat on each side behind the driver remains empty.
- 4) Ensure bus is loaded back to front and unloaded front to back as much as possible.
- 5) Remind students to face ahead and not turn around in their seats.
- 6) Do not permit more than two (2) students per seat. If necessary, require students from the same household to sit together.
- 7) Provide reminders to students of bus expectations, issue warnings, contact parent/caregivers and report repeated expectation violators to the office.
- 8) Ensure bus is disinfected following outlined safety protocols.

Nurse Expectations

- 1) Wear a mask or face shield when working individually with students.
- 2) Ensure workspace is kept clean and sanitized.
- 3) Ensure physical distancing protocols are followed whenever possible.
- 4) Isolate students who are showing symptoms to a separate area away from other students already in the clinic.
- 5) Keep administration informed of any students who are exhibiting symptoms of COVID-19.

Technology Expectations

- 1) The District will provide a Chromebook for each student to use at home and at school. Students will not be asked to share devices.
- 2) The District will support families without Wi-Fi access as much as possible.
- 3) The District will provide help desk assistance when technology issues occur.

Cafeteria Staff

- 1) Wear masks or face shields while serving food.
- 2) Clean and disinfect serving areas, preparation areas and tables between lunches.
- 3) Utilize disposable items as much as possible.

Office Staff

- 1) Monitor and control the number of people in the office at any one time.
- 2) Ensure physical distancing guidelines are followed as much as possible.

This is not an exhaustive list of expectations and these expectations may change at any time depending on the severity of COVID-19 as it relates to our students and staff.