



# 2020 - 2021 Safe Learning Plan

## for The Ravenna School District

### Statement from Superintendent Dennis Honkala

Parents and Students, as you have likely experienced, this public health crisis has required a great deal of planning, new procedures, structure, and training.

We have worked hard all summer to build a plan designed to facilitate a great learning environment for students and reduce the risk of infection and the spread of COVID-19 as much as possible. However, we must acknowledge that the unknown course of this pandemic may require us to change or update our plans. I have, along with our team of education leaders, done our very best to plan for multiple circumstances.

The plan includes changes to things we are not used to, such as less mobility in the school building during the day, a remote learning plan for students who wish to remain out of the school building, and more.

The plan also includes efforts to preserve things we believe are important for learning and our community, such as being in school 5 days a week and in person instruction that will help our community's students achieve their best. It also includes requirements from the Governor and the Portage County Health District - as well as some common sense.

But a thoughtful plan is only a small part of having a successful 2020-2021 school year.

We need to work together! We need parents to help students, students to help themselves, and our teachers and administrators to embrace new technology, responsibilities, and leadership roles.

We are putting many measures in place to ensure the safety and continued high quality learning for every student in every classroom across the district.

We have new activities this year, but our focus is still the same - to provide a great education for each student in our community! How we are going to do that this year will be different. But with your help, we can and will maintain our focus on providing an outstanding education while following these important guidelines for as long as is necessary.

**We can do this! Welcome back safely... and remember we are Ravenna strong!**



## **PLAN PURPOSE**

To provide new guidelines and safety protocols for parents, students, teachers and school staff on how to conduct public education in the Ravenna School District during the COVID-19 public health crisis.

Each school building is implementing a range of safety protocols, all of which are based on current recommendations from the Ohio Department of Education, the Portage County Health District, the Centers for Disease Control, and local health officials.

## **PLAN BACKGROUND**

The following section outlines new behaviors and guidelines for being part of the Ravenna School District in the school year 2020-2021, according to time of day.

There are 6 Primary Safety Interventions (PSI) that we will follow during the public health crisis. Each individual act of intervention is critical to follow in order to reduce risk of exposure to the COVID-19 virus. When all 6 interventions are done at one time, we are all doing as much as we can to reduce the risk of spreading the virus.

## **SIX (6) PRIMARY SAFETY INTERVENTIONS (PSI)**

Recommended by the Portage County Health District, these are the main interventions that will help reduce the risk of exposure to the virus for students, families, and school staff.

1. Daily Symptom Assessment
  2. Cleaning and Sanitizing
  3. Washing / Sanitizing Hands
  4. Physical Distancing
  5. Wearing Face Coverings
  6. Limiting Movement (in school buildings)
- Different buildings have different operational needs, so one “district plan” will not work for every situation in every building. While each building will implement each of these interventions, how they are implemented may vary from building to building.
  - Each building-level plan is designed to enable in-person instruction for students while minimizing a student’s hours in the school building each day.

This plan is arranged to be a quick reference for how to operate in specific situations during the school day and the processes and procedures applicable to specific individuals. *NOTE: RSD will comply with any Federal, State, and public health guidelines and policies that are required.*



## SUMMARY OF THE SIX (6) PRIMARY SAFETY INTERVENTIONS

### 1. Daily Symptom Assessment

- Parents or Guardians must conduct an assessment of a student's health before the student leaves for school each day. Consider thermometers part of the 2020-2021 school supply list. Specifically, check for common symptoms of COVID-19. If a student has any symptoms, keep them home. Remote learning will take place on Chromebooks if necessary.

According to the Centers for Disease Control, symptoms appear 2-14 days after exposure to the virus. Here are the symptoms to look for:

#### COVID-19 - Basic Symptoms:

- Fever (100+ degrees Fahrenheit) or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Look for **emergency warning signs for COVID-19**. If someone is showing any of these signs, seek emergency medical care immediately:

- Trouble breathing
  - Persistent pain or pressure in the chest
  - New confusion
  - Inability to wake or stay awake
  - Bluish lips or face
- If any student exhibits these symptoms during the school day, school staff will make sure they are wearing a face covering and the student will immediately leave the classroom and will be isolated until they are able to be picked up.
  - Parents who do not have a thermometer for home use should purchase one. If you are unable to purchase one, contact our administrative officials and we will help locate one for you.



## SUMMARY OF THE SIX (6) PRIMARY SAFETY INTERVENTIONS

### 2. Cleaning and Sanitizing Buildings

- RSD will perform **frequent and routine deep cleaning procedures** in every building to reduce the risk of virus spread occurring within a school building.
- RSD will **sanitize common surfaces in every building throughout the day.**
  - Teachers in the classroom, as well as custodial staff, are responsible for cleaning and sanitizing work areas daily.
- An overview of all cleaning procedures and a list of cleaning materials are available upon request.

### 3. Washing / Sanitizing Hands

- All staff and students are **required to frequently wash hands** and / or use hand sanitizer stations, which are available in every building.
  - Hand washing and hand sanitizing will happen at regular intervals daily.
- Use of common items - such as paper, books, and shared school supplies - is prohibited this school year to reduce the risk of exposure to the virus.

### 4. Physical Distancing

- For students who ride a **bus, seating is limited to two students per seat** and a face covering must be worn over the nose and mouth.
- Classroom and learning environments throughout each building are all **arranged to accommodate physical distancing** for students and teachers.

### 5. Wearing Face Coverings

- According to the Portage County Health District, **face coverings - such as a face mask - are required for Grades 3-12.**
  - RSD staff will **build in safe face covering “breaks”** throughout the day.
- **For Grades PreK-2, face coverings are required when physical distancing is not available.**
  - For example, when riding the bus, walking in the halls, working in small groups, etc.
- If a student does not have a face covering, one will be provided for them by RSD.
- If a student or staff member is not able to wear a face covering for medical reasons, a written note from their physician is required.
- Students who have special needs, a 504 or IEP plan who are unable to wear a face covering for reasons relating to their disability, will be appropriately accommodated as part of their 504/IEP process; please contact your child’s Special Education Director, building principal and teacher.



## 6. Student Mobility

- Limiting crowds of students is important for reducing the risk of spreading the virus; therefore, student mobility throughout the day will be **limited to only necessary movement** (i.e. bathroom use, nurse visit, etc.).
- When students arrive at their appointed start time, they must **report directly to their classroom**.
- Because a specific focus of this plan is to limit student mobility in the buildings, the **use of student lockers and other hallway use may not be possible**.

If you have questions, please contact your school building's principal.



## **CHROMEBOOKS FOR EACH STUDENT & REMOTE LEARNING**

Each student in Grades K - 12 will be issued a Chromebook for use. Should RSD school buildings be closed by the state, RSD will provide Chromebooks for students to use at home. RSD will provide training for students as well.

Because each student will have a Chromebook available for school-related use, students who are quarantined at home may complete their work there, so they do not fall behind. Teachers and staff are trained on how to help students who are working from home.

*For families with students in Grades K -12 that do not wish for their student to return to the school building during the public health crisis, notify building and school district administration by August 14, 2020. RSD will work with you to develop a semester-long remote plan for your student(s) so they can keep pace with learning occurring in the school building.*

If the risk of spread increases in Portage County or in the state of Ohio, government officials may once again prohibit the use of school buildings for students, and we will comply with the terms of any order issued. If this occurs at any point during the 2020-21 school year, RSD has a district-wide remote learning plan in place and will provide training for staff at the beginning of the school year. Regular food distribution is part of this plan, just as it was at the end of the 2019-2020 school year.

If you have questions about Chromebooks or remote learning, please contact your student's building principal.



**NEW: START / END TIMES BY GRADE**

**Ravenna High School**

7:15a – 2:15p

**Brown Middle School**

7:40a - 2:55p

**Willyard Elementary**

8:35a - 3:35p

**West Main Elementary**

8:25a - 3:25p

**West Park Elementary**

8:50a - 3:00p

**Ravenna Preschool**

8:50a - 11:35a

12:25p - 3:05p

**Ravenna RISE Academy**

8:30a - 2:30p



## OVERALL SAFETY AND CLEANING GUIDELINES IN EVERY BUILDING

### GENERAL GUIDELINES

- Daily health checks at home are crucial and required of each parent or guardian.
  - If a student is symptomatic, contact your student's teacher and building principal immediately. **Do not send the student to school.**
- RSD will perform frequent and routine deep cleaning procedures of classrooms and buildings.
- RSD will sanitize common surfaces in every building throughout the day.
  - Teachers in the classroom, as well as custodial staff, are responsible for cleaning and sanitizing work areas daily.
- Students and staff will take hand washing / sanitizing breaks throughout the day.
- Face coverings are mandatory for students in Grades 3 - 12 and all RSD teachers and staff.
- Face coverings are required for students in Grades PreK - 2 if physical distancing is not attainable (e.g. during 1-on-1 instruction).
- If any staff members or students exhibit symptoms of COVID-19 during the school day, they should make sure they are wearing a face covering and will then be immediately removed from the classroom, checked by the nurse (including taking their temperature), and will then remain isolated from others until they are able to be picked up.
- Each building has a room designated as a quarantine room for isolation of students who may be sick with COVID-19. If a student exhibits symptoms consistent with COVID-19 the student will be isolated in the quarantine room where the school nurse and/or school staff will supervise until a parent or guardian arrives to take the student home.
- Staff members or students may not return to school until the student meets CDC guidelines for returning to the building.
  - For a fever, the fever must be gone for 72 hours (3 full days), without the use of a fever reducer, before a student or staff member is permitted to return to school.
  - For other situations, please refer to the then-current CDC guidelines: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>.
  - If you have been exposed to/in close contact with someone who has COVID-19: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>.
- **Isolation:** If any staff member or student believes they have been exposed to COVID-19, the student or staff member should stay home for at least 10 days or the then-current CDC guidelines on return to work/school. If symptoms develop, it is recommended to be tested for COVID-19. If the COVID-19 test is negative (and the illness is a common



illness) the staff member or student should remain at home until symptoms are gone for at least 72 hours.

- School building and district officials should be notified immediately if a student or staff member must be in isolation for an extended period of time.
- When in isolation, follow the guidance from the Portage County Health District.
- **Quarantine:** If any staff member or student has been in close contact (as defined by the CDC; within six (6) feet for more than 10 minutes) with someone who has tested positive for COVID-19, the student should stay home for 14 days from their last exposure and monitor their symptoms. If they develop symptoms, they should be tested for COVID-19. If they test positive, they should remain home in quarantine, follow the guidelines from the Portage County Health District, and contact school officials and the student's teacher to activate a remote learning plan.
  - When in quarantine, follow the guidance from the Portage County Health District.
- After-school activities will follow the same guidelines within this document, unless updated guidelines are issued.
- Sports activities will follow guidance issued by OHSAA and any state or local health department orders.
- Band and choir activities will follow previously issued guidance that have been reviewed and accepted by the Portage County Health District.

When the Portage County Health District receives positive test information from a staff member or a student's health provider they will immediately notify the school of appropriate next steps. They will work with the school to determine if other staff or students are considered to have been in close contact, (defined by the CDC as within six (6) feet for more than 10 minutes) and are at high-risk of exposure. The Portage County Health District will notify anyone who may have been potentially exposed.



## FOR PARENTS AND GUARDIANS

- If students have any of the following symptoms outlined in Primary Safety Intervention 1 - Daily Symptom Assessment - they should be kept at home.
- If your student must be at home due to illness or quarantine, make arrangements with your teacher and RSD staff. They may perform their work on a Google Chromebook each day - completing their work at home will count as attendance during the public health crisis as long as they are logged on and working during the school day. Students are still subject to compulsory education, so a plan needs to be in place for instruction.
- If any student exhibits possible COVID-19 symptoms during the school day, they should make sure they are wearing a face covering and will immediately be isolated in the quarantine room, with supervision, until they are able to be picked up.
- Ensure there are multiple, pre-arranged methods of getting a student home from school should they become ill or exhibit symptoms. If they are ill, they need to return to home as soon as possible.
  - Schools will need two to three contacts in case we need to send your child home.
- Wearing a face covering is required if visiting a building for any reason.
- You must notify the school of your preference to attend meetings via phone or using a virtual platform.
- Provide a face covering for your student to wear. If you do not have one, the school district will provide one.
- Monitor student progress on coursework with regular checks on E-School and Google Classroom.
- Communicate questions and concerns immediately to staff.
- Make sure your student has a **water bottle**, as water fountains will not be available for use. Water bottle fill stations will be available.
- Continue to reinforce and remind your students of these safety measures at home.
- **Parents should review the plan with their student(s)** prior to entering the school building.

It is crucial for parents and guardians to conduct a student wellness check, including taking a student's temperature, prior to sending a student to school every day. If your child is sick, they should stay home.



## FOR STUDENTS

- For PreK-2nd Grade, wearing a face covering is required on the bus, when entering, exiting, or moving around the building halls and rooms, when working directly with staff (i.e.- one-on-one, small group instruction, etc.), when working closely with other students in small groups or lab settings, and when physical distancing cannot be maintained.
- When physical distancing can be achieved PreK-2nd Grade students may remove their face coverings at the teacher's direction.
- Wearing a face covering is always required for Grades 3-12. We will have face covering breaks built in throughout the day.
  - A face covering break is an opportunity for students to spread out and safely remove their face coverings.
- Maintain maximum physical distance from peers whenever possible.
- Wash and sanitize hands frequently.
- Report immediately and directly 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, common areas and restrooms.
- Stay to the right when traveling down hallways and using stairs.
- Follow locker use schedules as provided by staff for buildings who issue lockers. Note that locker use may be prohibited to prevent students from congregating in the hallways to reduce the risk of exposure.
- Maintain appropriate physical distances while at the bus stop, on bus lots, and while entering the building.
- If hand sanitizer is available, use when boarding the bus and proceed to your assigned seat.
- Sit two students per seat on the bus and sit in your assigned seat.
- Wear a face covering while riding the bus.
- Remain seated, facing forward while riding the bus.
- Stay to the right when traveling down hallways to get to restrooms.
- If all restroom stalls are in use, wait in line where at least 6 feet is between you and the student in front of you, or follow floor markings.
- Make sure you are entering the building and going directly to your classroom when you arrive.
- This "new norm" is not ideal for any of us; however, as a student you are still expected to Do Your Job and perform well in your academic efforts. It's up to you! Your future is in front of you and we will help you make it as bright as possible, no matter what!



## **FOR RSD STAFF**

### *FOR TEACHERS AND TEACHER AIDES*

- Staff will conduct self-assessments of their symptoms before entering the building each day.
- If a staff member has any of the symptoms outlined in Primary Safety Intervention 1 - Daily Symptom Assessment of this plan - stay at home, report your symptoms to the building principal, and report the absence on the electronic call off system.
- Wear a face covering when in the school building at all times.
- Wash and sanitize hands frequently throughout the day.
- Ensure students maintain physical distance whenever possible.
- Provide reminders, issue warnings, contact parents/caregivers, and report repeated violations of these new guidelines to building administrators.
- Eliminate shared classroom materials. Limit paper, books and other shared surfaces or objects.
- Keep the classroom door open to maximize airflow and reduce the number of touches to door handles.
- Use provided supplies to clean desks, chairs, and any common materials needed before new students transition into the room.
- Ensure classrooms are arranged to ensure physically distant desks and learning stations as much as possible.
- Ensure rooms are disinfected between classes, during planned bells, after lunch, and after school.
- Supervise hallways and common areas to ensure students are reporting immediately to class and not congregating in hallways or common areas.
- Supervise the limitation of locker use.
- Ensure adequate supervision is available on bus lots, in parking lots, and in common areas of the buildings.
- Pre-approve parent and community volunteers to ensure safety and health of students and staff.
- Implement staggered dismissal times to maximize physical distancing and student safety.
- Ensure physical distancing guidelines are followed as much as possible when in-person meetings are held.
- Provide supervision of restrooms between classes to ensure limited numbers of students are in restrooms at the same time.
- Supervise designated eating areas to ensure students are properly physically distanced.
- Wear a face covering or face shield when circulating around designated eating areas.
- Disinfect all table tops and seats before and after each lunch.



## FOR RSD STAFF

### FOR CUSTODIAL STAFF

- Staff will conduct self-assessments of their symptoms before entering the building each day.
- If a staff member has any of the symptoms outlined in Primary Safety Intervention 1 - Daily Symptom Assessment of this plan - stay at home and report your symptoms to your immediate supervisor and report the absence on the electronic call off system.
- Ensure proper signage is installed and maintained in hallways and common areas.
- Ensure cleaning supplies are readily available.
- Ensure designated doors are propped open *at* arrival and dismissal.
- Ensure designated doors are closed *after* arrival and dismissal.
- Implement measures such as closing sinks or urinals when necessary to allow for appropriate physical distancing.
- Wear a face covering when in the school building at all times.
- Wash and sanitize hands frequently.
- Make sure teachers are provided with all supplies needed daily, including disinfectant and paper towels.
- Disinfect classrooms during teacher planning, during lunch, and after school.
- Disinfect common areas and restrooms based on a schedule provided by school administration. This includes, but is not limited to, door handles, handrails, toilets, stalls, and sinks.
- Clean and disinfect conference rooms after meetings or provide materials for cleaning and disinfecting to take place.
- Disinfect the isolation area after students who utilize the area have left the building.
- Deep clean quarantine and isolation areas after each use.
- Ensure regular cleaning and disinfecting takes place in the office areas.
- Ensure hand sanitizer stations are available and full in each classroom and high traffic/common areas.
- Avoid sharing of items that are difficult to disinfect.
- Custodial staff will train staff on proper use of cleaning supplies and tools.



## FOR RSD STAFF

### FOR TRANSPORTATION STAFF

- Staff will conduct self-assessments of their symptoms before entering the building each day.
- If a staff member has any of the symptoms outlined in Primary Safety Intervention 1 - Daily Symptom Assessment of this plan - stay at home and report your symptoms to your immediate supervisor, then report the absence on the electronic call off system.
- Continue bus routes in alignment with the existing plan.
- Provide reminders to students of bus expectations - 2 students per seat, wear a face covering, sit facing forward.
  - We will attempt to seat siblings together if possible.
- Wash and sanitize hands frequently.
- Provide reminders, issue warnings, contact parents/caregivers, and report repeated violations of these expectations to the transportation and building administrator.
- Ensure the bus is disinfected following outlined safety protocols.
- Provide seating charts for students as they are required to assist with contact tracing (if needed).
- Face coverings are required for drivers and students when on the bus or in a school building.
- If a student refuses to wear a face covering on the bus, the student will be required to find another way to get to school unless required by the student's IEP or 504 plan.
- To the extent possible and based on weather conditions, keep windows at least one-quarter ( $\frac{1}{4}$ ) open to increase ventilation.
- Buses equipped with roof vents should have the front edge of the front vent open and the back edge of the rear vent open to increase air circulation in the vehicle, when possible.
- Windows must be open when the bus is stationed and is being sanitized.
- All auxiliary fans should be running when the driver and students are on the bus.
- Hand sanitizer stations may be provided on buses; if so, drivers will replenish supplies each day.
- If a student shows symptoms on the bus, the driver will call the bus garage by radio, and the bus garage will notify the school and parents/guardians.
- Students will not be transported on the bus if they are showing symptoms either to or from school. School transportation is not an option.



## **FOR RSD STAFF**

### *FOR NURSING STAFF*

- Staff will conduct self-assessments of their symptoms before entering the building each day.
- If a staff member has any of the symptoms outlined in Primary Safety Intervention 1 - Daily Symptom Assessment of this plan - stay at home, report your symptoms to the district nurse and building principal.
- Wash and sanitize hands frequently.
- Ensure the clinic is kept clean and sanitized throughout the day.
- Ensure physical distancing protocols are followed whenever possible.
- Isolate students who are showing symptoms commonly linked to COVID-19 to separate them from other students already in the clinic. Take and record the student's temperature.
- Ensure the clinic is disinfected immediately following a student entering who is exhibiting symptoms.
- Ensure doors to the clinic remain open whenever possible to minimize use of door handles and to ensure maximum air flow to the area.
- Ensure the student isolation area is properly supervised when in use.



## **FOR RSD STAFF**

### *FOR FOOD SERVICE STAFF*

- Staff will conduct self-assessments of their symptoms before entering the building each day.
- If a staff member has any of the symptoms outlined in Primary Safety Intervention 1 - Daily Symptom Assessment of this plan - stay at home, report your symptoms to your immediate supervisor, and report the absence on the electronic call off system.
- Wear a face covering when in the school building at all times.
- Wash and sanitize hands frequently.
- Regular food service will continue, and logistics are determined by each building in compliance with the Portage County Health District.
- Classrooms may be used for lunch / breakfast areas.
- Breakfast will be served in the morning.
- Lunches will be ordered in the morning.
- Kitchen areas are cleaned and sanitized daily.
- When in a kitchen area or delivering food, both a face covering and gloves are required.



## OVERALL SAFETY GUIDELINES BY SCHOOL DAY SITUATION

### *BEFORE SCHOOL*

- If students have any of the following symptoms outlined in Primary Safety Intervention 1 - Daily Symptom Assessment of this plan - they should be kept at home.
- If your student must be at home due to illness or quarantine, make arrangements with your teacher and RSD staff. They may perform their work on a Chromebook each day - completing their work at home will count as attendance during the public health crisis as long as they are logged on and working during the school day.
- Bus drivers and riders are required to wear a face covering on the bus to and from school.
- Students will not be transported on the bus if they are showing symptoms either to or from school.
- Provide a face covering for your student to wear when needed. If you do not have a face covering, the school will provide one.
- Provide your student with a water bottle daily as water fountains will not be available for use - don't leave home without it.
- Maintain appropriate physical distances while at the bus stop, on bus lots, and when entering a school building.
- Sit two per seat on the bus and remain in your assigned seat facing forward at all times.
- Face coverings are required for drivers and are required for students when on the bus. If a student refuses to wear a face covering on the bus, the student must be asked to find another way to get to school unless required by the child's IEP or 504 plan.
- Be aware of the possible staggered start and end times in each building (this is to minimize the grouping of students).

### *ENTERING THE SCHOOL BUILDING*

- All **students** and **staff** are required to wear a face covering when entering or exiting the building.
- **Students** should report directly to their room in the morning and directly to their bus or ride after school. There will be no congregating inside the school building.
- Wearing a face covering is required on the bus, when entering, exiting, or moving around the buildings halls and rooms or when physical distancing cannot be maintained.
- Each building intends to limit people in the building to only **students** and **staff**.
- If a **visitor** must come into the building, they are required to wear a face covering and must report to the office immediately.



## **OVERALL SAFETY GUIDELINES BY SCHOOL DAY SITUATION, Con't.**

### *IN THE HALLWAY*

- All students and staff are required to wear a face covering when moving around the building or in shared space including hallways and bathrooms.
- RSD will institute and enforce physical distancing in the hallways and stairways - one way direction walking will be followed to be separated from the other side.
- Locker use may not be permitted at this time. Students may keep all of their materials with them in the classroom, unless directed by the student's teacher, to limit movement in the building.
- Maintain maximum physical distance from peers whenever possible.
- Follow all signage in the hallways and common areas.
- Stay to the right when traveling down hallways and using stairs.

### *USING THE RESTROOM*

- 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 must wait at least 6 feet behind the student in front of them.
- Wearing a face covering is required when in line for the restroom or moving around.

### *IN THE CLASSROOM*

- Classrooms are all arranged to allow for physical distancing. Desks are spaced 3-6 feet apart.
- During in person instruction periods, follow face covering guidelines based on grade level.

### *LUNCH & RECESS*

- Regular food service is available for breakfast and lunch.
- Breakfast and Lunch may be eaten in the classroom.
- Staff that delivers food to the classroom must wear a face covering and gloves at all times.
- Recess will be permitted at this time, and monitored carefully by RSD staff.
- Recess will occur one classroom at a time only, and physical distancing must be maintained at all times.
- Common recess playground equipment is not available in order to reduce the risk of spreading the virus.
- Grades 3-12 will have face covering breaks when physical distancing may be maintained and at the teacher's discretion.
- Grades PreK-2 will be able to take face coverings off when physical distancing can be achieved.



## **OVERALL SAFETY GUIDELINES BY SCHOOL DAY SITUATION, Con't.**

### *DISMISSAL*

- Students should report directly to their bus or ride after school. There will be no congregating at school.



## **FREQUENTLY ASKED QUESTIONS**

### **Q: What are the cleaning procedures for each building?**

**A:** Daily classroom cleaning, and frequent building-wide deep cleaning, is the new routine in every Ravenna School District school and building. A complete list of our cleaning materials is available upon request.

### **Q: Will my student get a Chromebook to take home?**

**A:** Yes, all students in grades K - 12 will receive a Chromebook to take home should the schools be closed as a result of a government order. Through our designation and partnership with Google, students will be able to perform all school work using their Chromebook for the 2020-2021 school year.

### **Q: Do all students have to wear a face covering?**

**A:** Students in Grades 3 - 12 are required to wear face covering at all times. There will be face covering breaks.

Students in Grades PreK - 2 will be able to take face coverings off when physical distancing can be achieved. However, on the bus, in the halls, and when in close contact with teachers and staff, they are required to wear face coverings.

These guidelines and requirements are provided by the Portage County Health District as well as state and local public health officials.

Students must bring their own face covering. If your student does not have a face covering, RSD will provide a face covering for them.

If a student refuses to wear a face covering when it is required, that student will not be permitted on a bus or in a building unless they have medical permission on file in the office. Students with a 504 plan or an IEP who may have difficulty with face masks are encouraged to contact their child's teacher, the building principal or the Special Education Director to discuss.

### **Q: How is social, or physical distancing, happening?**

**A:** Each building has been rearranged to maximize classroom space and accommodate desks and learning stations being located 3-6 feet apart. Some students will have class in a traditional classroom, while others may be at home receiving their Ravenna education.

### **Q: Do I have to take my student's temperature before they come to school?**

**A:** Yes. If your student has a temperature of 100 degrees or higher, please keep them at home and contact your building principal, your student's teacher, and attendance secretary / call off line. Consider thermometers part of the 2020-2021 school supply list.



According to the Centers for Disease Control, symptoms appear 2-14 days after exposure to the virus. Here are the symptoms to look for:

**COVID-19 - Basic Symptoms:**

- Fever (100+ degrees Fahrenheit) or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

**Look for *emergency* warning signs for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately:**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

Sending a student to school while displaying symptoms that are consistent with COVID-19 is not permitted. Any student with symptoms will be removed from class, placed in an isolation room with supervision, and will be sent home as soon as possible.

Please ensure your contact information is up-to-date with building administrators. Please ensure you have multiple, pre-arranged methods of getting your student home from school if they become ill or exhibit symptoms. If they are ill, they must return to their home as soon as possible.

**Q: What happens if a student tests positive for COVID-19 or needs to stay home for an extended period?**

**A:** We have a district-wide remote learning plan ready to go if in-person attendance is closed or the school buildings are again subject to a closure order by the Governor's office or a department of health with authority to order the same.

We will work closely with the Portage County Health District to determine who may have been in contact with a person who has tested positive for the virus.



If a student tests positive for COVID-19, the Portage County Health District will inform the parents and guardians in the classroom, in accordance with their guidelines.

If your student must remain at home for an extended period, your building principal and teacher will share the remote work plan for your student. Your student may begin or continue this plan when they are physically able to do so. In accordance with public health officials, a student or staff member must remain quarantined for 14 days after they are no longer exhibiting symptoms.

It is important to remember that your student is in charge of their health and safety. Our teachers, staff, and administrators will guide the students and remind them of the rules and protocols, as well.

When your student is feeling well enough to complete school work, work will be sent home or assigned through Google Classroom, and a remote learning plan will take effect until your student is no longer displaying symptoms of illness, in accordance with the 14-day quarantine period mandated by the Portage County Health District.

**Q: What happens if a staff member or my student displays symptoms at school?**

**A:** Your student will be asked to visit the building clinic. The nurse will perform a symptom check of your student, and place them in the building's quarantine room. The student's parent or guardian will be contacted and the student will be sent home. We will need several contact numbers in order for this process to work, so please make sure those are on file with the building secretary.

When your student goes home, they should remain in isolation at home.

- **Isolation:** If any staff member or student believes they have been exposed to COVID-19, the student or staff member should stay home for at least 10 days. If symptoms develop, it is recommended to be tested for COVID-19. If the COVID-19 test is negative (and the illness is a common illness) the staff member or student should remain at home until symptoms are gone for at least 72 hours.
  - School building and district officials should be notified immediately if a student or staff member must be in isolation for an extended period of time.
  - When in isolation, follow the guidance from the Portage County Health District.
- **Quarantine:** If any staff member or student have been in close contact (as defined by the CDC; within six (6) feet for more than 10 minutes) with someone who has tested positive for COVID-19, the staff member or student should stay home for 14 days from their last exposure and monitor their symptoms. If they develop symptoms, they should be tested for COVID-19. If they test positive, they should remain home in quarantine, follow the guidelines from the Portage County Health District, and contact school officials and the student's teacher to activate a remote learning plan.
  - When in quarantine, follow the guidance from the Portage County Health District.



The building principal, teacher, and parent should work together for a remote work plan as the student must remain home until symptom and transmission period (14 days) is over.

### **ADDITIONAL RESOURCES**

[American Academy of Pediatrics plan](#)

[Portage County Health District](#)

[City of Ravenna Resources](#)

[Ohio Department of Health](#)

[Centers for Disease Control](#)

[Ohio Department of Education](#)

[OHSAA](#)