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Plan: Version 1.6

# 2021 - 2022 Safe Learning Plan

for The Ravenna School District (RSD)

**UPDATE: August 24, 2021**

## Ravenna School Board Follows Federal, State, Local Health Recommendation to Mandate Masks Through October

### Ravenna School District School Board Votes Formally To Follow Official Health and Government Recommendations to Require Masks Until October 31, 2021

(August 24, 2021, Ravenna, Ohio) – Ravenna School District’s School Board on Monday, August 23, 2021, officially agreed that students and staff must wear a mask to protect against the spread of COVID-19 until October 31, 2021.

In October the School Board will evaluate the situation with COVID-19 spread in Portage County, as well as review updated guidance from the Centers for Disease Control, the Ohio Department of Health, and the Portage County Health District. At that time the school board will vote to end or extend the mask mandate.

Beginning Wednesday, August 25, 2021, masks must be worn by everyone inside a Ravenna School District building, in addition to the Federal government mandate requiring masks on public transportation (which includes school buses).

The decision is based, in part, on the latest COVID-19 data in Portage County, where new cases increased by 300 in the past week. Portage County is now listed as a “high transmission county” with increased risk of virus spread, and the county-wide vaccination rate is still well below the 60 percent goal.

“We have to do everything we can to ensure that our students are safe in our buildings, that they are in front of our teachers learning, and that they are in a position to avoid the inconvenience and disruption of having to quarantine - which means students can’t participate in extracurricular activities and sports,” said Dr. Laura Hebert, Superintendent of the Ravenna School District.

Hebert indicated that student test score performance data from the past 18 months reveal that the vast majority of students struggled to perform at a high level while in a remote learning situation.

Student performance and student health, together with the disruption to parents and families who have to manage a quarantine, makes the mask requirement the right decision right now.

“We want to avoid parents and students having to deal with a 14-day required quarantine,” Hebert said. “Getting a vaccine, wearing a mask, and maintaining appropriate physical distance from others



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in public are still the top three recommendations for fighting the impact of this virus, and our district will be doing all we can to stick to these guidelines.”

The Ravenna School Board vote in favor of the mask mandate was a unanimous, 5-0 vote.

The Portage County Health Department will be offering a vaccination clinic at the Ravenna High School Field House from 3:00 p.m. to 6:00 p.m. on August 31, 2021 for anyone in the community interested in getting the vaccine.

#### About the Ravenna School District

The Ravenna School District serves 2,150 students across six school buildings in Ravenna, Ohio and is one of the largest school districts in Portage County. Situated in the county seat, Ravenna is convenient to numerous government and community agencies that serve our families. The Ravenna School District has a district wide commitment to enhancing student learning within a positive environment, with a dual focus on academic achievement and behavioral growth for all students. For more information contact us at (330) 296-9679.

#### **Statement from Superintendent Dr. Laura Hebert**

**August 9, 2021**

Parents and students of the Ravenna School Community: despite great gains in our efforts to fight the global pandemic, we are still facing a public health crisis that will require us to follow certain protocols and procedures. While these protocols and procedures may be less intense in nature, they are no less important than those implemented last year in order to keep the pandemic at bay.

The Ravenna School District has worked hard all summer to ensure that the learning gains made due to the Safe Learning Plan currently in place are replicated in this new school year, with modifications due to the change in pandemic status. Our plan continues to concentrate on reducing the risk of infection while allowing for student and staff mobility during the school day. In person instruction, five (5) days a week are the cornerstone of this plan, with adherence to CDC, the Governor, and Portage County Health District mandates as necessary and able. According to the Ohio Department of Health, by adding vaccinations for all eligible staff members and students to our previous prevention strategies, we can ensure that in person learning, five (5) days a week will be our “normal” for the 2021-2022 school year. In addition to vaccinations where applicable, recommending universal masking for staff and students when indoors (regardless of vaccination status), improving ventilation systems, continuing social distancing protocols and hand washing/sanitation routines are still recommended. In addition we will host vaccination clinics for our eligible students, and community members, helping to further prevent the spread of the virus.

The plan alone, however, is not enough to ensure success during the 2021-2022 school year. Students, parents, and staff must be willing to work as one entity, joined together to overcome the



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challenges brought about by the pandemic. By following protocols, embracing technology when able, assuming responsibility and taking on leadership roles, the Ravenna educational community will be well situated to ensure the safety of staff and students while continuing to provide high quality instruction to every student across the district.

Welcome back, and remember...mask up, wash up, back up, and stay - Ravenna Strong!



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## **PLAN PURPOSE**

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

Each school building will continue to implement 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 expected behaviors and guidelines for students and staff of the RSD for the 2021-22 school year.

There are six (6) Primary Safety Interventions (PSI) that we will continue to follow during the 2021-2022 school year. Each individual act of intervention is critical to follow in order to reduce risk of exposure to the COVID-19 virus. When all six interventions are integrated, we will have maximum opportunity 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. These are in addition to the recommendation that all eligible community members become fully vaccinated.

1. Daily Symptom Assessment
2. Cleaning and Sanitizing
3. Washing/Sanitizing Hands
4. Physical Distancing
5. Mandated Universal Wearing of Face Coverings by Students and Staff Regardless of Vaccination Status.
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.



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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 in the future.*

## SUMMARY OF THE SIX (6) PRIMARY INTERVENTIONS

### 1. Daily Symptom Assessment

- Parents and Guardians should conduct an assessment of a student's health before the student leaves for school each day. Specifically, check for common symptoms of COVID-19. If a student has any symptoms, keep them home.
- If a student exhibits COVID-like symptoms, during the school day, school staff will remove the student from the classroom, and isolate them until they are picked up by a parent or guardian.

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 have access to a face covering and the student will immediately leave the classroom and will be isolated until they are able to be picked up.



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## **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.
- An overview of all cleaning procedures and a list of cleaning materials are available upon request.

## **3. Washing / Sanitizing Hands**

- Staff and students will continue to wash their hands frequently and/or use hand sanitizer.
- Hand washing/sanitizing will occur at regular intervals daily.

## **4. Physical Distancing**

- Classroom and learning environments will be arranged to accommodate the greatest physical distancing based on available space.
- For students who ride a bus, face coverings must be worn over the nose and mouth.

## **5. Wearing of Face Coverings**

- According to the CDC and the Portage County Health District, face coverings - such as a face mask - should be worn indoors by all individuals, age 2 and older, regardless of vaccination status.
  - Students in grades K-12, for whom the vaccine has not been made available, must wear a face covering during school hours.
- Passengers and drivers on school buses must wear a mask, including on buses operated by public and private school systems.
- If a student does not have a face covering when required, one will be provided for them by RSD.
- For transportation and educational purposes, if a student/staff member is not able to wear a face covering for medical reasons, a written note from their physician is requested.
- For transportation and educational purposes, students who have special needs, a 504 or IEP plan that do not allow the wearing of a face mask due to their disability, will be properly accommodated as part of the 504/IEP process.

## **6. Student Mobility**

- Student mobility throughout the day will be limited as much as possible
- When students arrive at their school, at their appointed start times, they will be directed by administration where to report.
- *The use of lockers at the Middle School and High School will be limited and per the direction of administration at each building.*

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



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## **CHROMEBOOKS FOR EACH STUDENT**

### **CHROMEBOOK ACCESSIBILITY**

- All students, K-12, have access to a Chromebook for in-building, and/or at-home use.
- **Students who are medically fragile and have medical documentation may be able to participate in a remote learning platform. Medical documentation will be required.**
- Students who are in the credit recovery process or are in need of instruction due to discipline issues may also be eligible for remote learning.
- 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, we will comply with the terms of any order issued. If this occurs at any point during the 2021-22 school year, RSD will implement a district-wide remote learning plan 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 2020-21 school year.

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



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**START / END TIMES BY GRADE:**

**Ravenna High School**  
7:15a – 2:15p

**Brown Middle School**  
5th/6th - 7:40a - 2:53p  
7th/8th 7:40a-2:57p

**Willyard Elementary**  
8:30a - 3:15p

**West Main Elementary**  
8:45a - 3:15p

**West Park Elementary**  
8:50a - 3:00p

**Ravenna Preschool**  
8:50a - 11:35a  
12:25p - 3:05p

**Ravenna RISE Academy**  
Monday-Thursday 8:20a - 2:20p,  
Friday 8:20a-12:30p



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## OVERALL SAFETY AND CLEANING GUIDELINES IN EVERY BUILDING

### GENERAL GUIDELINES

- Daily health checks at home are crucial and requested 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.
  - 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 universally mandated regardless of vaccination status for students in Grades K - 12 and all RSD teachers and staff.
  - If the risk of spread increases, government officials may once again impose other requirements and we will comply with terms of any order issued.
- 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 or medical assistant (including taking their temperature), and will then remain isolated from others until they are able to be picked up.
- Each building has an area designated as a quarantine area 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 area 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, state and local guidelines for returning to the building.
  - For a fever, the fever must be gone for 24 hours (1 full day), without the use of a fever reducer, before a student or staff member is permitted to return to school.
  - 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, and are not fully vaccinated, the student or staff member should stay home per the 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 24 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.
  - If in isolation, follow the guidance from the Portage County Health District.
- **Quarantine (for unvaccinated individuals):** If any staff member or student has been in close contact (as defined by the CDC; within six (6) feet for more than 15 minutes) with someone who has tested positive for COVID-19 and they are unvaccinated, the student should stay home for 10 days from their last exposure and monitor their symptoms. If they develop symptoms, they should be tested



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for COVID-19. If they test positive, they should remain home in isolation, follow the guidelines from the Portage County Health District, and contact school officials.

- **Quarantine (for vaccinated individuals):** not required or recommended unless symptoms develop. At this time, the quarantine protocols described above should be followed.
  - 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 current and 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 15 minutes) and are at high-risk of exposure. The Portage County Health District in collaboration with RSD will notify anyone who may have been potentially exposed.



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## **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.
- 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 universally mandated, regardless of vaccination status, if visiting a building for any reason.
- You must notify the school of your preference to attend meetings via phone or virtual platform such as Google Meet.
- 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.



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## FOR STUDENTS

- **For PreK-12th Grade, wearing a face covering is required on the bus, and universally mandated while at school.**
  - Maintain maximum physical distance from peers whenever possible.
  - Wash and sanitize hands frequently.
  - Report immediately and directly to your assigned space upon arrival at school.
  - **Carry a water bottle**, as water fountains will not be available for use.
  - Follow all signage in the hallways, common areas and restrooms.
  - As much as 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. Note that locker use may be prohibited or limited 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 it when boarding the bus and proceed to your assigned seat.
  - **Wear a face covering while riding the bus.**
  - Remain seated, facing forward while riding the bus.
  - 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.
  - Regardless of mandates and recommendations, 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!



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## **FOR RSD STAFF**

### **FOR TEACHERS AND TEACHER AIDES**

- Staff should 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.
- 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.
- Continue to limit paper, books and other shared surfaces or objects as much as possible and appropriate.
- 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 when/if possible and practical.
- 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 when/if possible and practical.
- 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 when possible.
- 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.
- **Masking is universally mandated for all staff regardless of vaccination status.**
- Help to disinfect all table tops and seats before and after each lunch if desired, and when appropriate.



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## **FOR RSD STAFF**

### **FOR CUSTODIAL STAFF**

- Staff should 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.
- **The wearing of masks is universally mandated regardless of vaccination status.**
- 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.
- Wash and sanitize hands frequently.
- Make sure staff 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 items that are difficult to disinfect.



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## **FOR RSD STAFF**

### **FOR TRANSPORTATION STAFF**

- Staff should 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.
- **Staff members, according to federal and state guidelines, will be required to wear masks while driving a bus.**
- **When not on the bus, mask wearing is universally mandated regardless of vaccination status.**
- Provide reminders to students of bus expectations including the requirement of wearing a face covering and sitting 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.
- 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 may not be an option.



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## **FOR RSD STAFF**

### **FOR NURSING STAFF**

- Staff should 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.
- **Mask wearing is universally mandated regardless of vaccination status.**
- 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.



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## **FOR RSD STAFF**

### **FOR FOOD SERVICE STAFF**

- Staff should 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.
- **Mask wearing is universally mandated regardless of vaccination status.**
- 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.
- Lunch will be ordered in the morning.
- Kitchen areas are cleaned and sanitized daily.



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## 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.
- **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 while on the bus. 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.
- Remain in your assigned seat facing forward at all times.
- Face coverings are required for drivers and 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.
- **Mask wearing is universally mandated regardless of vaccination status.**
- 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

- Students should report directly to their room or other assigned areas 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 and universally mandated throughout the school day regardless of vaccination status.**
- 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.



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

### **IN THE HALLWAY**

- All students and staff must wear a face covering when moving around the building or in shared space including hallways and bathrooms regardless of vaccination status.
- RSD will continue to encourage and reinforce physical distancing in the hallways and stairways - one way direction walking will be recommended to keep separation from the other side.
- Locker use may not be permitted at this time; follow the directives of school administration.
- Maintain maximum physical distance from peers whenever possible.
- Follow all signage in the hallways and common areas.
- Stay to the right as much as possible 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.

### **IN THE CLASSROOM**

- Classrooms are all arranged to allow for physical distancing as possible and appropriate.

### **LUNCH & RECESS**

- Regular food service is available for breakfast and lunch.
- Breakfast and lunch may be eaten in the classroom.
- Recess will be permitted at this time, and monitored carefully by RSD staff.
- Physical distancing must be monitored at all times.
- Common recess playground equipment may not be available in order to reduce the risk of spreading the virus.

### **DISMISSAL**

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



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## **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 1 - 12 will receive a Chromebook to take home should the schools be closed as a result of a government order. Kindergarten students have access to a Chromebook while in school, and in the event of a prolonged school closing will have a Chromebook to take home. Through our designation and partnership with Google, students will be able to perform all school work using their Chromebook for the 2021-2022 school year.

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

**A:** All students who use school transportation will be required to wear a face covering while on the bus. During the school day and in all the school buildings, it is universally mandated that all students, regardless of vaccination status, wear a mask.

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 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.

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

**A:** Please continue to follow this recommendation, and take your child's temperature before leaving the house. 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.



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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 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 may 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 educational work plan for your student. Your student may begin or continue this plan when they are physically able to do so. It is important to remember that your student is in charge of their health and safety. Our teachers,



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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.

**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 or medical assistant will perform a symptom check of your student, and place them in the building's isolation space. 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 24 hours.

- o 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.
  - o 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 15 minutes) with someone who has tested positive for COVID-19, the staff member or student should stay home for 10 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.

- o When in quarantine, follow the guidance from the Portage County Health District.

The building principal, teacher, and parent should work together on an educational plan as the student should remain home until symptoms and transmission period (10 days) is over.



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## **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](#)