



Response Ready

Restarting School
Fall 2021

Sumter County Schools
100 Learning Lane
Americus , GA 31719



Table of Contents

Executive Summary	3
Using an approach that constantly evolves with the COVID 19 Challenges	4
Working Groups	5
Instructional Model and Enhanced Safety Protocols	6
Safety Protocols for Face-to-Face (On-Campus) Learning	7
General School Considerations and Safety Protocols	10
Frequently Asked Questions	13
Returning to School Procedures for Sumter County High School	14
Returning to School Procedures for Sumter County Middle School	15
Returning to School Procedures for Sumter County Intermediate School	16
Returning to School Procedures for Sumter County Elementary School	19
Returning to School Procedures for Sumter County Primary School	21
Returning to School Procedures for Custodial Department	23
Returning to School Procedures for Nutrition Department	24
Returning to School Procedures for Transportation Department	25
Appendix	26
Signage	26
Multi Layered Prevention Strategies	27
Mitigation Strategy / Procedure	28

Executive Summary

The nationwide school closures in response to the COVID-19 pandemic have placed a significant strain on public school systems around the country. The Sumter County School System (SCS) is no exception. The SCS ended on-campus instruction for the 2020 school year effective March 2020. For the remainder of the school year, students, teachers, educational leaders used a variety of remote learning approaches to continue the educational process. The majority of faculty and staff transitioned to working remotely and distributing educational packets.

As the schools and district leaders began to look ahead to the 2021-2022 school year, the focus was on meeting the anticipated increased academic and non-academic needs of students.

Challenges to Successfully Reopening for the 2021-2022 School Year

There are five key challenges to successfully reopening schools:

- **Public health challenge:** First and foremost, the COVID-19 virus is a public health emergency. With its novel nature, much remains to be learned about COVID-19, in terms of its transmission, manifestations, treatments and a cure. The SCS will need to be ready to respond to a variety of scenarios ranging from a return to full closure/remote learning to a modified or full opening.
- **Lack of agreement:** Second, unfortunately given the lack of precedent, there is lack of agreement as to the appropriate response. Medical and scientific data are limited, constantly changing, and being interpreted in many different ways. The result is that decisions are being questioned and interpreted in various ways.
- **Decisions will be scrutinized:** Third, the reopening plan will need to be validated. The re-opening plan will need to withstand the scrutiny of experts, community members, and other SCS stakeholders. Despite the level of planning and details that have gone into the reopening plan, it should be expected that plans and related decisions will be scrutinized and second-guessed.
- **Shifting circumstances:** Finally, the SCS will need to constantly evolve. Throughout the 2021-2022 school year, there is a possibility of resurgence of cases or waves of resurgence. Full or spot/rolling closures of schools may be necessary.

Using an approach that constantly evolves with the COVID 19 Challenges

Given the above-referenced challenges, the SCS has had a series of leadership meetings to discuss virtual learning as well as a re-opening plan. This approach involves three key steps:

- ❑ **Develop:** First, the SCS needed to quickly and rigorously develop a detailed reopening plan that takes into account the guidance from federal, state and local agencies, while incorporating the experience gained from this spring.
- ❑ **Validate:** The reopening plan will need to be validated along three dimensions.
 - First, how well does the plan conform to the best available expertise and thinking that exist?
 - Second, does the plan incorporate the experience and feedback from last spring?
 - Third, how does the plan compare to other districts in the area?
- ❑ **Modify:** SCS school and district leaders need to be able to monitor the results of the reopening and also be able to modify and evolve the approach based on public health policy announcements, stakeholder feedback, and results.

This philosophy requires several things of all of our partners - employees, families, board members and businesses -- in order to be successful:

- **Patience:** While planning for different scenarios will help speed up the district's response and reaction time, there will inevitably be lost time as the district shifts from one model to the next. Patience from all audiences is critical to ensuring the fewest distractions and disruptions during this period.
- **Grace:** Despite working with partners across the state and with some of the brightest minds and planners available, we will not have a seamless operation should we have to pivot from one model to another. Expect some protocols may change along the way, as we get more information and determine more effective ways of getting things done.
- **Communication and Feedback:** The success of any of this plan hinges on thorough communication from the district and appropriate feedback from our stakeholder groups including students, parents and our community partners.

Regardless of the plan, the district fully intends to offer rigorous and relevant academic content and to continue to address the non-academic needs of our students and families. Now, perhaps more than ever, it's important to ensure that we meet the diverse needs of our students. We're committed to doing everything we can to accelerate learning where possible, remediate where necessary and provide emotional and social support to our students where required.

We live in interesting times, but I'm convinced that, with your support, grace, and perseverance, we'll overcome our challenges while keeping our students and employees safe, engaged and involved in building a better community and brighter future.

Working Groups

There are five essential workgroups that were developed individually and then integrated in order to create a comprehensive, well-thought-out plan for successfully opening schools for the 2021-2022 school year.

- **Instructional Core/Social Emotional Learning:** The first workgroup is to develop a well-thought-out plan that addresses the academic and social-emotional learning needs of all students in the district. Given the public health constraints, the plan will need to take into account plans for Face-to-Face (on-campus) instruction. Plans contain detailed considerations for the role and expectations of the teacher, the student, and the curriculum. Plans also consider curriculum, instructional design, school and staffing schedules, and a myriad number of details related to teaching and learning. The social, emotional well-being of students and staff remain the foundation of any successful teaching and learning plan.
- **Operations:** Given that schools are densely occupied spaces with many ancillary activities (e.g., food service), the SCS created a detailed and well-understood plan for operations. Under what conditions will buildings open? How can schools assure parents and the community that health safety measures are being taken to maintain a safe and healthy environment? How will transportation be managed?
- **Resources:** In light of the severe economic impact of the pandemic, the State of Georgia is forecasting that public school systems and state agencies will have to absorb up to an 11% reduction in state revenue. A big unknown is whether or not the federal government will pass legislation that will provide additional relief to states. Regardless, school systems (the SCS included) will be faced with mounting costs associated with dealing with the effects of the COVID-19 while at the same time addressing the financial uncertainties it has caused. Multiple financial scenarios and a detailed plan to address any potential budget shortfall are being developed.
- **Stakeholder Communications:** SCS schools are essential institutions of the Sumter County community, and there are lots of stakeholders directly and indirectly vested in the well-being and plans of the district. These stakeholders range from students, parents, faculty, staff, and school board members all the way to business owners and residents. Schools' ability to function effectively has an outsized impact on the ability of parents to go to work, stores to open, and residents to stay healthy. With so many stakeholders, there is a heightened need for clear and frequent communication. Having a regular cadence and well-developed toolkit to communicate effectively with these stakeholders is crucial for successfully opening in the fall.
- **Steering Committee:** The final workgroup is led by the superintendent for the express purpose of ensuring that there is coherence among the four workgroups mentioned above. In addition, given the diverse communities served by the SCS, this workgroup has worked to ensure that equity issues are being properly addressed; because, the pandemic is not affecting families equally. Both the coherence and equity are focused on through a public health lens; since, the COVID-19 virus is first and foremost a public health emergency.

Instructional Model and Enhanced Safety Protocols

We undoubtedly believe the best model for Pre-K through 12th grade teaching and learning is face-to-face, on-campus instruction. We also know that we must balance this belief with the obligation to provide a healthy and safe learning environment. With the challenges and risks presented by the COVID-19 public health emergency, never has this balance been needed more.

Our goal is to provide Face-to-Face (On-Campus) instruction. We understand the return to school is a personal decision for each family

The protocols were developed in collaboration with various state and local agencies, which include but are not limited to the Georgia Department of Public Health, Georgia Department of Education, Sumter County Public Health, and the Centers for Disease Control and Prevention, and are subject to change based upon recommendations and guidance from these and other agencies. As guidelines are updated and our protocols are modified, we will provide updates to all staff and families and post relevant information on the SCS website.

Safety Protocols for Face-to-Face (On-Campus) Learning

Collective Responsibility

The return to in-person learning requires collective responsibility for every SCS family. Failure to exercise proper care and precaution would significantly compromise the health and safety of others. It is imperative, particularly in the current environment, that students are not sent or brought to school if they are sick, or are medicated before school in order to reduce a fever.

We all share a collective responsibility to do the right thing and look out for one another.

Department of Public Health (DPH) Guidelines: Symptoms and Self-quarantine

Individuals within close contact (less than six feet apart for at least 15 minutes, without Personal Protective Equipment or PPE) to another person in their classroom or office who show COVID-19-related symptoms may also be required to self-quarantine for at least 14 calendar days or until one can produce a negative COVID-19 test. Students and staff must be symptom-free before returning to school or work.

DPH Guidelines – Contact with Person with Positive COVID-19 Test

Please see the letter from the Department of Public Health “Return to Child Care, School, or Institutions of Higher Education (IHE) Guidance After COVID-19 Illness or Exposure” in the Appendix.

Contact Tracing

Based on the most recent DPH guidelines, contact tracing will be initiated for any student or staff member who tests positive for COVID-19. This process will include identification of and notification to any person (student or staff) who was in close contact with the person within the last 48 hours of symptoms or the positive COVID-19 test. Close contact is considered less than six feet apart for at least 15 minutes without PPE.

Face Mask/Face Shield

Students: Use of a face mask/face shield is required on the bus. In the classroom, face masks/face shields are highly recommended.

Staff: Use of a face mask/face shield is highly recommended in occupied classrooms and offices, common areas (such as hallways, school lobby, and cafeteria).

Temperature Checks – All Students

All families are requested to check the temperature of their child each day prior to leaving home. SCS schools intend to check the temperature of students daily.

Bus Riders

SCS students who are bus riders will have their temperatures checked while entering the school bus as well as entering the school building. **SCS bus riders will be required to wear a face mask/face shield while on the school bus. Additional school bus safety protocols are included later in this document.**

Car Riders

SCS students who are car riders will have their temperatures checked before exiting the vehicle (in the carpool line). Students with a temperature below 100° Fahrenheit will be permitted to exit the car and enter the school; any student with a temperature at or above 100° Fahrenheit will be directed to return home with their parent/guardian or supervising adult.

Drivers

SCS students who drive to school will have their temperatures checked after entering the school building. Students with a temperature below 100° Fahrenheit will be permitted to enter the school; any student with a temperature at or above 100° Fahrenheit will be directed to return home and their parent/guardian will be contacted by school staff.

Entering the Building

Any visitor entering the building must wear a face mask/face shield.

All students will have their temperatures checked by our digital thermal facial recognition camera system. If a student has a temperature of 100 degrees or more, they will be sent to a holding room and have their temperature rechecked after a one-minute wait-time. If the temperature remains high, the parent will be contacted to pick up their child. “

Return-to-School Guidelines

Any student or staff member who exhibits COVID-related symptoms will be required to be Absent from school (self-quarantine) for at least 10 calendar days **unless** one can produce a negative PCR nasal swab COVID-19 test and is asymptomatic for 72 hours. Students and staff must be symptom free before returning to school or work. **Appropriate documentation is required prior to a student or staff member returning to in-person learning.** If a vaccinated person has been exposed but shows not symptoms, they may return to work but will be required to wear a face mask/face shield.

Classroom Protocols

To provide the greatest degree of social distancing and safety protocols, teachers will adhere to the following classroom guidelines:

- To separate student desks to the greatest extent possible to provide for social distancing.
- Limit sharing of supplies, books, etc. when possible; sharing of such items calls for disinfecting prior to passing from one student to another. Hand sanitizer and disinfecting spray available in each classroom.

School Meals (Breakfast/Lunch)

To the greatest degree possible, school meals will be served in a manner to limit student interactions in the cafeteria. Students will eat meals in their classroom, or in other areas of the building as determined by the principal, provided social distancing guidelines are followed.

School Signage

Signage will be placed throughout schools to remind students of personal hygiene (hand washing, coughing into arm, etc.) and social distancing from others. Additionally, signage may be used to create one-way directional walk patterns in some areas of the buildings. Students will also be permitted to walk outside the buildings, when possible, to transition from class to class.

School Cleaning and Disinfecting

Throughout the school day, custodial staff will disinfect high-touch areas. Additionally, classrooms, hallways, and common areas will be disinfected daily.

Safety Protocols for Transportation

Patience and Understanding

Given the increased safety protocols on school buses, we kindly ask that families extend to us patience and understanding during the opening weeks of school. In the morning routes, it is possible that buses may be delayed arriving at bus stops or schools as we navigate through the new protocols and increased car rider traffic.

Social Distancing

To the greatest degree possible, students will be socially distanced and may be placed in assigned seats on the school bus. It is our desire to be able to place students one per seat, except for students living in the same household. Wearing a face mask/face shield will be required on the school bus.

School Bus Cleaning and Disinfecting

SCS staff will disinfect high-touch areas of buses between bus routes. Additionally, school buses will be disinfected at the end of each day.

General School Considerations and Safety Protocols

GHSА-Sanctioned Athletics

The SCS is working in collaboration with the Georgia High School Association (GHSA) to develop and adhere to appropriate guidelines for athletics practices and competitions. We expect these guidelines to continue to evolve; each coach will provide updates to our student-athletes and their families, as appropriate. As you have specific questions or needs, please contact your child's coach or Mr. Coleman Price, SCS Director of Athletics, at jprice@sumterschools.org

After-School Extracurricular Clubs and Activities

Students will have the opportunity to participate in after-school extracurricular clubs and activities, based on the ability to implement appropriate safety protocols and social distancing guidelines. Please contact the appropriate sponsor/coach for detailed information.

Limit Non-Essential School Visitors and Volunteers

To protect our students and staff, SCS schools and offices will limit non-essential school visitors and volunteers to school campuses.

All essential visitors or volunteers will be subject to a temperature check and answering the following COVID-related screening questions:

- Do you have a temperature over 100°F without having taken any fever-reducing medications?
- Do you have a loss of smell or taste?
- Do you have a cough?
- Do you have muscle aches?
- Do you have a sore throat?
- Do you have congestion or a runny nose?
- Do you have shortness of breath?
- Do you have chills?
- Do you have a headache?
- Have you experienced any new onset of gastrointestinal symptoms such as nausea, vomiting, diarrhea, or loss of appetite in the last few days?
- Have you, or anyone you have been in close contact with, been diagnosed with COVID-19 or placed in quarantine for possible exposure to COVID-19 within the last two weeks?
- Have you been asked to self-isolate or quarantine by a medical professional or a local public health official in the last two weeks?

Media Center

SCS schools will limit student use of shared spaces and materials in media centers. Efforts will be made to give students access to learning resources in such a manner that provides the appropriate degree of safety and sanitation.

Student Assemblies and Large Group Events/Meetings

Significant limitations will occur relative to student assemblies and large group events/meetings. School leaders will provide additional details about how such events may occur virtually, when appropriate.

Student Field Trips

Student field trips will be limited. Consideration will be given on a case-by-case basis for field trips that achieve appropriate degree of social distance and other safety precautions.

Student Teachers / Field Experience Students from Colleges

Please Note: College student must produce a negative test prior to the start of their field experience. The test result is to be given to the building level principal before entering the classroom.

The SCS District highly recommends that all college students that are participating in field experience in the SCS district be vaccinated.

Any college student who is unvaccinated must produce a negative test every two weeks. The test result is to be given to the building level principal before entering the classroom.

Any college student who is vaccinated must produce a negative test monthly. The test result is to be given to the building level principal before entering the classroom.

Any college student who is having to complete 15 hours or less must produce a negative test prior to starting their field experience. The test result is to be given to the building level principal before entering the classroom.

Frequently Asked Questions

What happens if my child, a child in their class or their teacher gets sick?

First, all students, visitors and employees will be temperature screened. Those with a temperature over 100°F will not be allowed to enter. If a student or employee gets sick during the day, the staff member will be dismissed, students will remain in the classroom with adult supervision until they can be picked up, and contact tracing will take place.

What happens if there's another spike in cases or another stay-at-home order?

If there's a spike in cases or a shelter-home order, the SCS will take appropriate action, including pivoting to an online-only model of instruction for the duration of any such order. During that time, we'll deliver meals to students and ensure their academic and non-academic needs are being met.

How will we know if the instructional model changes?

If there's a need to pivot to a different model, we'll immediately push out notifications to all parents through our mass notification system which is connected to the Infinite Campus student information system. We'll also post information to social media, on our website and share with our media partners.

What steps are you taking to keep my child safe?

The safety of our students, employees and visitors is our first priority. To support Face-to-Face instructional, custodians will receive continuous training on using best practices for cleaning and disinfecting buildings; we'll be temperature checking everyone who comes into our buildings; we're increasing signage to help facilitate social distancing and we're altering transportation plans and processes to ensure that we're able to transport our students in a safe way.

Since the school system will be requiring students to wear a face mask/face shield on buses and highly recommending everyone wear a face mask/face shield in classrooms, will the school system be providing them or will parents have to get them as part of the back to school supply list?

We will require each student to bring at least two face masks/face shields to school each day.

My child's an athlete; how will that work?

We released guidelines for athletic conditioning that were based on the Georgia High School Athletic Association guidelines.

I'm just not ready to send my child to school yet, what options do I have?

Parents who are uncomfortable sending their students back into a school building should contact the district's social worker.



Returning to School Procedures for Sumter County High School

Back to school orientation 1st week:

1. All students report to their advisement class (attended yearlong). Daily class schedule will be reviewed.
2. During advisement students will receive a map of the school building floors.
3. Students will receive a mini tour of the school building focused on department location.
4. All students will watch a tutorial on the importance of wearing their face mask/face shield, practicing social distancing, and washing their hands/sanitizing during Panther Period.
5. Advisement teachers will review the school's Covid-19 protocol for temperature check, transitioning, restroom use, breakfast, lunch, and dismissal with students.

Designated entrance for bus riders

NOTE: It is mandatory for all students riding a bus to wear a face mask/face shield.

1. All bus riders will enter through the door on the side of the cafeteria entrance. Only one door will be unlocked for students to enter.
2. Staff members will be assigned duty to ensure students are scanned and to identify students with a fever using the thermal camera.
3. Alerts will be sent to duty staff members, administrators, and front office staff of anyone with a fever.
4. Any student with a fever will be escorted by a staff member and placed in the clinic to re-check temperature.
5. If the student registers a fever after re-check, office staff will contact the parent(s).

Designated entrance for car riders

1. All car riders will enter through the front door or the cafeteria entrance.
2. Staff members will be assigned duty to ensure students are scanned and to identify students with a fever using the thermal camera.
3. Alerts will be sent to duty staff members, administrators, and front office staff of anyone with a fever.
4. Any student with a fever will be escorted by a staff member and placed in an isolation room to re-check temperature.
5. If the student registers a fever after re-check, office staff will contact the parent(s).

Breakfast and lunch

Breakfast and lunch will be provided in the cafeteria following:

1. Social Distancing guidelines will be posted for reference.
2. Transition to and from lunch will be staggered to allow social distancing

Classrooms

Desks will be arranged to provide social distancing in the classroom. Student volunteers may assist with wiping down desks at the end of each class. No physical interaction through partner or group work (collaboration) will be allowed. Students will use their Chromebooks instead of textbooks. Alternative classroom settings will be identified as well as large spaces (i.e. gymnasiums, outside spaces – as weather permits).

Water Fountains

Water fountains will not be available for student use. Cups will be available for use with the contactless water station.

Restrooms

Student restrooms will be frequently cleaned each class block by custodians. Faculty and staff will only use assigned adult restrooms

Dismissal

Students will exit the building through the nearest external door to their last classroom at the end of the day to minimize contact and congestion in the hallways.



Returning to School Procedures for Sumter County Middle School

Back to school orientation:

1. All students will watch a tutorial on importance of wearing their face mask/face shield, practicing social distancing, and washing their hands/sanitizing during homeroom.
2. Homeroom teachers will review the school's Covid-19 protocol for temperature check, transitioning, restroom use, breakfast, lunch, and dismissal with students.

Designated entrance for bus riders

1. All bus riders must wear a face mask/face shield while on the bus and will enter through the 200 wing entrance. Only one door will be unlocked for students to enter.
2. Staff members will be assigned duty to ensure students are scanned and to identify students with a fever using the thermal camera.
3. Alerts will be sent to duty staff members, administrators, and front office staff of anyone with a fever.
4. Any student with a fever will be escorted by a staff member and placed in an isolation room to re-check temperature.
5. If the student registers a fever after re-check, office staff will contact the parent(s).

Designated entrance for car riders

1. All car riders will have temperatures checked by staff while in the vehicle. Anyone with a temperature above 100 will be rechecked after waiting one minute. If the student still has a temperature above 100, they will not be allowed to attend school that day.
2. Students who do not have a fever will enter through the 500 wing and will be scanned by the thermal camera.
3. If a fever is detected by the thermal camera, the student will be escorted by a staff member and placed in an isolation room to re-check.
4. If the student registers a fever after the re-check, office staff will contact the parent(s).

Breakfast and lunch

Breakfast will be picked up once students have been scanned for fever and taken directly to the classrooms.

Lunch will alternate between the cafeteria and classroom.

Classrooms

Desks will be arranged to provide as much social distancing in the classroom as possible. Desk shields will be utilized in each classroom. Students will wipe down desks at the end of each class.

Water Fountains

Water fountains will not be used. Water coolers will be available on each hallway. Teachers will be provided cups for students.

Restrooms

Custodians will clean restrooms each class period.

Dismissal

Students will exit the building through the nearest external door to their last classroom at the end of the day to minimize contact and congestion in the hallways. Face mask/face shield will be worn to the bus ramp.



SUMTER COUNTY INTERMEDIATE SCHOOL

Dr. April Smith, Principal

Mr. Rodney Shelton, Assistant Principal
Mr. Mohan Gugulothu, Assistant Principal

Mrs. Tawana Bettis, Counselor
Ms. Hayley Champion, Counselor

Returning to School Procedures for Sumter County Intermediate School

SCIS faculty and staff will be practicing the following prevention measures each day:

- It is highly recommended that each person wear a face mask/face shield or cloth face covering prior to entering the building.
- If an adult is not vaccinated, he or she must wear a face mask/face shield.
- Remember social distancing: three feet between you and the person closest to you.
- Wash your hands often with soap and warm water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Stay home when you are sick.

****If an employee tested positive for COVID-19, he or she needs to
Receive a negative test prior to returning to work.**

- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.

FACULTY & STAFF ENTERING THE BUILDING

- There will be temperature checks completed each day as an employee enters the SCIS building.
- All adults and students will have to walk through the thermal remote cameras each morning for the temperature checks. There is a thermal remote camera in the gym and one near the front office. Also, the 6th grade hall has a thermal check tool.
- If the thermal remote cameras do not work properly, these will be the operations for adults entering the building. We will have teachers to check the adults.
 - Office Staff/Custodians - Cortisa Snipes (Alternate-Ruby Wilson)
 - 4th Grade Teachers - Lead Teacher (Jamie Hawkins)
 - 5th Grade Teachers - Lead Teacher (Yolanda Coley) - South
 - 5th Grade Teachers - Lead Teacher (Amla Wallace) - North
 - 6th Grade Teachers - Lead Teacher (Marlin Foster)
 - 6th Grade Teachers - Lead Teacher (Vontessa Kendall)
 - Cafeteria Staff - Diane Monts, Cafeteria Manager

STUDENT ORIENTATION

- Teachers will provide a tutorial video referencing: **SAFETY MEASURES FOR COVID-19.**
- Homeroom teachers will also review Reopening Procedures.

STUDENTS ENTERING THE BUILDING

- It is highly recommended that students wear a face mask/face shield each day.
- Students will have to walk through the thermal remote cameras each morning for the temperature checks. The thermal remote cameras are located in the gym and near the front office.
- All car riders will enter in the front and bus riders will enter in the gym.
- If the thermal cameras are not working properly, there will be adults available to check students' temperatures.

(Mr. Peacock, Mrs. Volley, Mrs. Strickland)

SCIS CORE TEAM

The team will be responsible for carrying out plans for COVID-19 cases

SCIS Core Team
Rodney Shelton, Chair
Cortisa Snipes, Co-Chair
Tawanna Bettis, School Counselor
Teresa Fletcher, Nurse
Willie Hooks, Custodian

What is the protocol for students who have a high temperature?

- *Student will be escorted to the designated room (near north side door) that is located in the media center near the front.
- *A nurse will be notified to contact student's' parent and have him or her to report to the school.
- *Students may not report to school until there is clearance from a doctor.

VISITORS

Entrance - All visitors will have to walk through the thermal remote cameras for temperature checks near the front office.

CLASSROOMS

Teachers will have plexiglass for each student's desk. There will also be face mask/face shield, hand sanitizer, and disinfectant spray available to help students. Each teacher is asked to keep personal items (e.g., computer, I-pad, laptops, pens, ...) and door knobs wiped down daily.

BREAKFAST

Our students will report to their designated area in the hallway each morning to pick up their breakfast.

LUNCH

During lunch, there will be only one grade level eating in the cafeteria each week. The remaining students will pick up their lunches in a designated area in the hallway so they can eat in the classroom.

Transitions, Water Fountains, & Restroom

- Students will have access to the water coolers and cups in the classrooms.
- It is highly recommended that all people wear their face mask/face shield at all times.
- Teachers and students will practice social distancing (at least 3ft to 6ft apart) while reporting to the restrooms or any other designated area in the building.
- Teachers will clean and fill their coolers with water each day for students who need water because the water fountains will be covered for safety.

RECESS/BREAK

All safety measures will continue as students report outside for a break. Students will be able to remove face mask/face shield during their break outside.

BUS PROTOCOL

All students must have their face mask/face shield on before entering the bus each day. The face mask/face shield must be kept on at all times while riding the bus.

CUSTODIAN BUSINESS

Custodians will ensure that restrooms, cafeteria, media center, and classrooms are cleaned (three to four rotations) throughout the day. They will also keep interior and exterior main door entrances wiped down sporadically throughout the day.

On Fridays, all custodians will work toward completing a thorough cleaning of the entire building, which will require fogging all rooms after school.

Sumter County Elementary School

All STARS

“Striving To Achieve Results”



Dr. Sharon Tullis, Principal

Miss Teira Wallace, Assistant Principal

Mrs. Chandra Harden, Counselor

Returning to School Procedures for Sumter County Elementary School **COVID-19 Safety Procedures**

Entering School Procedures

Designated entrance for bus riders

1. All bus riders will enter through the designated entrance at the back of the gym (where thermal scanner is).
2. Staff members will be assigned duty to ensure students are scanned and to identify students with a fever using an iPad or laptop.
3. Fever Alerts will be sent to designated personnel.
4. Any student with a fever will be escorted by a staff member and placed in the isolation room to re-check temperature.
5. If the student registers a fever after re-check, office staff will contact the parent(s) to come pick the student up.

*****All bus riders will be required to wear a face mask/face shield to and from the bus and while on the bus.**

Designated entrance for car riders

- After having their temperature checked before exiting their vehicle (at least three car rider duty people will be out front with handheld thermometers), all car riders will enter through the designated front entrance.

Breakfast & Lunch

- Students will continue to pick up their breakfast at the entrance of their designated hall.
- Lunch will be picked up with students going through the lunch line and eating in their classroom. Alternate days may be in place for dining in the cafeteria.

Transitions, Water Fountains, & Restrooms

- Social distancing (at least 3 feet of space/arm's length per person) will be enforced when transitioning in the halls.

- Times will be staggered for changing classes, going to Connections, going to the lunchroom, etc.
- Restrooms--no more than three students at a time.
- Water fountains will not be available for student use. Each class will have a water cooler and cups for dispensing water.
- Students will be allowed to bring a plastic water bottle.
- It is highly recommended that all people wear a face mask/face shield at all times.

Connections (Music, Art, & P.E.)

- Social distancing (at least 3 feet of space/arm's length per person) will be enforced when in the classroom/gym.
- Restrooms--no more than three students at a time.
- Water fountains will not be available for student use. Each class will have a water cooler and cups for dispensing water.
- Students will be allowed to bring a plastic water bottle.
- It is highly recommended that all people wear a face mask/face shield at all times.

Recess

- Social distancing (at least 3 feet of space/arm's length per person) will be enforced while outside.
- No more than two classes will share the playground.
- Other grassy areas around the school will be utilized in addition to the playground.
- Restrooms--no more than three students at a time.
- Water fountains will not be available for student use.
- Students will be allowed to bring a plastic water bottle.
- Wearing a face mask/face shield will be required at all times.

Care of Classrooms

- Adults will have disinfecting wipes, disinfectant/sanitizing spray, hand sanitizer, and Kleenex/tissue on hand in the classroom.
- Desktops will be cleaned between classes and at the end of each day.
- Plexiglass partitions will be on each desk in the classroom.



Sumter County Primary School

Dr. Renee Mays, Principal
Mr. Jeffery Boges, Assistant Principal

Mrs. Brandi Roland, Counselor

Returning to School Procedures for Sumter County Primary School

SCPS Faculty/Staff/Students will be recommending wearing multi-layered face mask/face shield at all times. Students will be required to socially distance three feet when possible when in the classroom and common areas. Covid-19 Guidelines Signage will be displayed throughout the building and on school grounds.

Entering School Procedures:

- Faculty/Staff/Students will enter SCPS through designated points of entrance Foyer, Bus Ramp, and Yellow Hall
- All bus riders must wear a face mask/face shield. Faculty and staff will ensure that all bus riders have on a face mask/face shield when entering the bus in the afternoons.
- Caregivers, non-essential visitors, and volunteers' entry will be limited.
- Students will be required to maintain recommended social distancing of three feet.
- Staff members will be assigned duty posts to ensure students are scanned and to identify students with a fever using an iPad or laptop.
- Fever Alerts will be sent to designated personnel.
- Any student with a fever will be escorted by a staff member and placed in one of the SCPS Waiting Rooms (Rooms 302 and 602) to re-check temperature. If the student registers a fever after re-check, office staff will contact the parent(s) to come pick the student up.

Bus rider Procedures:

- **All students must wear a face mask/face shield at all times on the bus.**
No EXCEPTIONS!!!!

Students' Drop-off/pick up (Car Riders)

Protocols will be established to limit contact with parents/caregivers during student drop-off and pick-up times.

- It is highly recommended that Parents/Caregivers wear a face mask/face shield during drop-off and pick-up times.
- Parents/Caregivers will not exit vehicles when dropping off/picking up children to limit mixing and crowding at drop-off/pick-up points.
- Parents/Caregivers will only have access to designated entrance and exit points during drop-off and pick-up times.
- Staff members will be assigned duty posts to ensure students are scanned and to identify students with a fever using an iPad, laptop, or thermometer.

Breakfast and Lunch

- All breakfast/lunch meals and snacks will be delivered to the class. The students will eat in class. All trash will be placed outside of the door. Homeroom classes will transition to the cafeteria within the first month of school.

Transitions, Water Fountains, and Restrooms

- **SCPS faculty, staff, and students will follow all social distancing guidelines when in the classroom, common areas, and hallways.**
- Students will report directly to class.
- Hallway monitors will be in place to ensure that students socially distance themselves as they travel throughout the building to their classes.
- Students will view morning announcements or informational videos during morning time.
- The same group of students will stay together each day with the same staff/teacher (no switching classes) interaction will be limited with other classes, staff and teachers.
- Water fountains will not be available for student use. Students will be required to bring a plastic water bottle.
- Restroom breaks will be scheduled for classes different times throughout the school day (three students will be allowed at a time)

Recess

- Recess times will be scheduled. Only one class will be allowed in a designated area at a time. Students will also be allowed to have recess/brain breaks at the classroom's courtyard.
- Students may remove their face mask/face shield when they arrive on the playground.
- Each classroom will have a water cooler. Water fountains will not be used by faculty/staff/students.

Care of the Classrooms

- Teachers/Staff and the custodial staff will be responsible for sanitizing the bathrooms after each use.
- Teachers/Staff will have cleaning supplies in their class such as sanitizing wipes and hand sanitizer. Shields will be cleaned throughout the day.
- Custodians will clean classes at the end of each day.
- The building will be deep cleaned and fogged on Fridays

HOME OF THE SUPER PANTHERS

Pre-K, Kindergarten, & First Grade
123 Learning Lane Americus, GA 31719
Phone 229-924-1012 Fax 229-931-0662
Website: scps.sumterschools.org



Returning to School Procedures for Custodial Department

Sumter County Schools Maintenance Department

Monday-Friday

- **Main point of entry** to school buildings will be sprayed after students arrive each day and throughout the day
- **Cafeterias:** Wipe and disinfect tables and chairs after breakfast and lunch
- **Media Centers:** Wipe and disinfect tables and chairs throughout the day
- **Classrooms:** Spray with disinfectant spray at the end of the day
- **Classroom Door Handles:** Spray throughout the day
- **Front Office:** Countertops to be wiped and disinfected throughout the day
- **All Restrooms:** Cleaned and sprayed throughout the day
- **Cleaning Logs:** will be maintained

Friday Afternoons

- Deep clean every classroom and all high traffic areas with foggers
- Deep clean Central Office, Transportation and Maintenance Departments with foggers



Returning to School Procedures for Nutrition Department

Sumter County Schools Nutrition Department

- It is highly recommended that students wear a face mask/face shield at all times when they are not actively eating or drinking. Actively eating is defined as the time students are actually eating and chewing.
- It is highly recommended that students wear a face mask/face shield while picking up their lunch, opening contents, clearing up their area and exiting and entering the location designated for lunch.
- Students should wash their hands before and after lunch. If hand washing is not feasible, use of hand sanitizer is permissible. Students should also use hand sanitizer before taking their face mask/face shield off and putting it back on.
- The School Nutrition team will continue to provide lunches in or on disposable containers or trays for at least the first 6 weeks of school.
- When eating indoors, 3 feet of physical distancing should be maintained.
- Schools should also discuss with staff the most appropriate schedule to allow staff to eat lunch.

Sumter County High School

Breakfast and Lunch

- Breakfast and lunch will be provided in the cafeteria following:
 - Social Distancing guidelines will be posted for reference.
 - Transition to and from lunch will be staggered to allow social distancing

Sumter County Middle School

Breakfast

- Breakfast will be picked up once students have been scanned for fever and taken directly to the classrooms.

Lunch

- Lunch will alternate between the cafeteria and classroom.

Sumter County Intermediate School

Breakfast

- Our students will report to their designated area in the hallway each morning to pick up their breakfast.

Lunch

- During lunch, there will be only one grade level eating in the cafeteria each week. The remaining students will pick up their lunches in a designated area in the hallway so they can eat in the classroom.

Sumter County Elementary School

Breakfast

- Students will continue to pick up their breakfast at the entrance of their designated hall.

Lunch

- Lunch will be picked up with students going through the lunch line and eating in their classroom. Alternate days may be in place for dining in the cafeteria.

Sumter County Primary School

Breakfast and Lunch

- All breakfast meals and snacks will be picked up/delivered to the class. The students will eat in class. All trash will be placed outside of the door. Homeroom classes will transition to the cafeteria within the first month of school.



Returning to School Procedures for Transportation Department

Sumter County Schools Transportation Department

Sanitization of the School Bus

- All SCS's busses are equipped with Air Filtrations Systems.
- All buses will be disinfected when they return from their routes each morning.
- All buses will be disinfected when they return from their routes each evening.

Face Mask/Face Shield

- ❖ Drivers and students are required to wear a face mask/face shield covering their nose and mouth at all times while on the school bus.
- ❖ Drivers will have extra disposable face mask/face shield to ensure that all students have one available.

Thermometers

- ❖ All bus drivers and monitors are required to check their temperatures each morning before entering the bus.
- ❖ All students will be required to have a temperature check each morning prior to entering the bus.
- ❖ Temperatures above **100** degrees will not be allowed to enter the bus.
- ❖ All Sumter County school buses are equipped with thermometers.

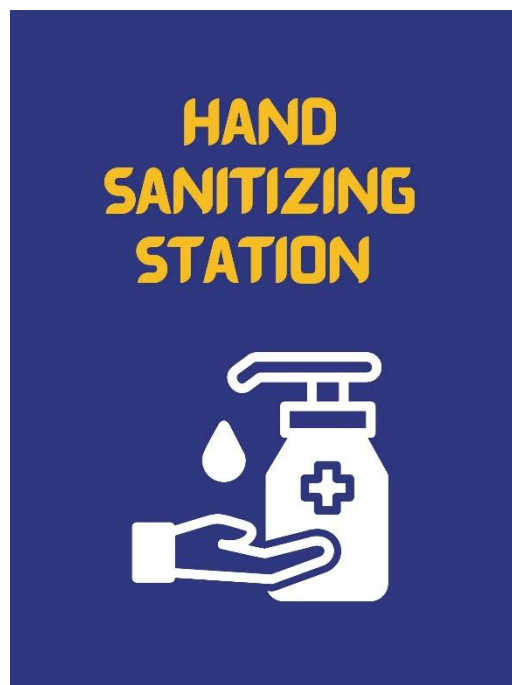
Transporting Students

- ❖ Siblings will be placed on the seat together.
- ❖ The seating capacity will be reduced, when possible.
- ❖ Seats will be assigned according to how students load and unload each day.

Appendix

Signage

The district will have a variety of signage in schools that promote social distancing, personal hygiene and other safe behaviors. Examples include:






Multi Layered Prevention Strategies

Sumter County Schools strongly recommends:

- Desk shields
- Vaccination
- Consistent and correct mask use
- Physical and social distancing
- Handwashing and respiratory etiquette
- Staying home when sick and getting tested
- Contact tracing, in combination with isolation and quarantine
- Cleaning and disinfection

Sumter County Schools mandates:

- Everyone wearing a mask
 - Everyone wear a mask on the school bus
- 

Mitigation Strategy / Procedure

Face Mask/Face Shield Indoors	Students should bring several backup face masks/face shields to school each day. It is highly recommended that all school staff wear a face mask/face shield while indoors.
Face Mask/Face Shield Outdoor	Face mask/face shield are not required when outdoors
Hand Hygiene	Frequent hand washing or use of hand sanitizer, including before and after the following activities: eating lunch, taking face mask/face shield on and off, and when using communal materials. Handwashing is preferable before and after eating lunch; however, if that is not feasible, hand sanitizer is acceptable.
Staying home when sick	Parents and staff should continue to monitor for symptoms and stay home when showing symptoms of COVID.
Physical Distancing	It is recommended that student seating is arranged to maintain as much physical distancing as possible. However, with a large number of students returning to in-person learning, CSD will not be able to guarantee 3 feet of distance between all students in every classroom.
Lunch	It is highly recommended that students wear a face mask/face shield at all times when they are not actively eating or drinking. Actively eating is defined as the time students are actually eating and chewing. It is highly recommended that students wear a face mask/face shield while picking up their lunch, opening contents, clearing up their area and exiting and entering the location designated for lunch. Students should wash their hands before and after lunch. If hand washing is not feasible, use of hand sanitizer is permissible. Students should also use hand sanitizer before taking their face mask/face shield off and putting it back on. The School Nutrition team will continue to provide pre-packaged lunches for at least the first 6 weeks of school When eating indoors, 3 feet of physical distancing should be maintained. Schools should also discuss with staff the most appropriate schedule to allow staff to eat lunch.
Visitor Guidelines	SCS will continue with our no visitor policy during school hours for the start of the school year.
School Assemblies	When gathering more students in one indoor area than would be in a regularly scheduled class or classroom the gathering must occur outdoors. It is highly recommended wearing a face mask/face shield when larger group gatherings are held.
Cleaning Procedures	Enhanced cleaning procedures will continue.

Transportation	SCS will continue with current mitigation strategies including limiting seat sharing to the greatest extent possible, cleaning the bus between routes, hand sanitizer, mandatory face mask/face shield for students of all ages regardless of vaccination status.
Classroom Setup Guidance	Classes should be arranged to maintain the greatest distance between students as possible (3 feet is recommended). Plexiglass shields at student desks. Staff can continue to use shields at the teacher desk if preferred. Shield should still be used in high traffic areas such as at the receptionist's desk.
Cohorting	Cohorting should be used to the greatest extent possible, but should not be a limiting factor in providing special services for students. When students from different classrooms are pulled for small group instruction, 3 feet of distance should be maintained.
Staff to Student Exposure Recommendations	If staff are exposed to more students than the average grade level classroom teacher on a daily or weekly basis, additional PPE will be provided as requested. SCS will continue to provide additional PPE to all staff as requested.
School Based Staff and Parent Meetings	Principals are granted autonomy to determine the meeting venue that best fits the need and desired outcome of the event. In person meetings must follow all other mitigation strategies including mandatory wearing of face mask/face shield, maintaining 6ft distance between individuals, and health screening.
Ventilation	All SCS's busses are equipped with Air Filtrations Systems.
Recess	Recess and outdoor breaks are encouraged. If 3 feet of distance cannot be maintained while outdoors, wearing a face mask/face shield is strongly recommended. Playgrounds do not need to be cleaned or fogged between student groups
Viral Testing	Symptomatic staff and students will be given the opportunity to take a rapid COVID test. Those in close contact with a COVID positive staff or student will also be offered the opportunity to take a rapid COVID test 5 days after exposure.
Vaccinations	SCS strongly encourages all eligible individuals to get vaccinated to prevent the spread of COVID and the development of variants. At this time SCS will not mandate vaccinations for staff or students.
Athletics and Extracurricular Activities	GHSA-Sanctioned Athletics The SCS is working in collaboration with the Georgia High School Association (GHSA) to develop and adhere to appropriate guidelines for athletics practices and competitions. We expect these guidelines to continue to evolve; each coach will provide updates to our student athletes and their families, as appropriate. As you have specific questions or needs, please contact your child's coach or Mr. Coleman Price, SCS Director of Athletics, at jprice@sumterschools.org

Contact Tracing, Isolation & Quarantine	<p>SCS will contact tracing within classes where a person who tests positive for COVID-19 has been identified.</p> <p>Quarantine and Isolation: To minimize disruption to student's learning, we are adopting a modified quarantine procedure for students.</p> <ol style="list-style-type: none"> Should a student exhibit any sign of illness, s/he will be assessed by the school nurse and if symptoms are related to COVID-19, a BinaxNOW test will be offered. Any person who is positive for COVID-19 will be isolated (at home) and may return to school when CDC guidelines are met Any <u>unvaccinated person</u> who was in close contact (less than 3' for 15 min or longer within a 24-hour period) will have two options for quarantine. <ol style="list-style-type: none"> Any asymptomatic, unvaccinated person who is identified as being in close contact with a person with COVID-19 <u>in the SCS environment</u> in consultation with SCS Contract tracers can select one of two (2) quarantine options: <p>Quarantine Option 1: Home quarantine for the duration of their quarantine period with virtual instruction for students.</p> <ol style="list-style-type: none"> Quarantine may be discontinued after day 10 without testing OR After day 7 after receiving a negative test result (test must occur on day 5 or later) <p>Quarantine Option 2: Continue physically attending school during normal school hours during their quarantine period.</p> <ol style="list-style-type: none"> Parents must agree for their child to undergo a point of care COVID-19 test between 5-7 days after exposure. Students and staff who develop symptoms and test positive for SARS-CoV-2 must inform the SCS Contact Tracing Team immediately for guidance and isolate. <p>All of the following apply to both of the quarantine options.</p> <ol style="list-style-type: none"> CSD Contact Tracers will provide guidance about the start and end dates for students and staff at the time of notification. In most situations: All people in quarantine may not participate in afterschool activities and athletics, including after-school care, for the duration of their quarantine period All people in quarantine will have the option to undergo point of care testing for SARS-CoV-2 with the BinaxNow test at their home school five days after exposure to an individual diagnosed with COVID-19 All people in quarantine will be required to report the onset of symptoms and/or a positive test result for SARS-CoV-2 to the CSD Contact Tracing Team at the time of symptom onset and/or test result, if not performed by the SCS Contact Tracing Team <p>Fully vaccinated individuals will not need to be quarantined.</p>
---	---



Stay up-to-date

Visit our web site:
<https://www.sumterschools.org/>

Or our Facebook Page:
<https://www.facebook.com/sumterschools.org>

