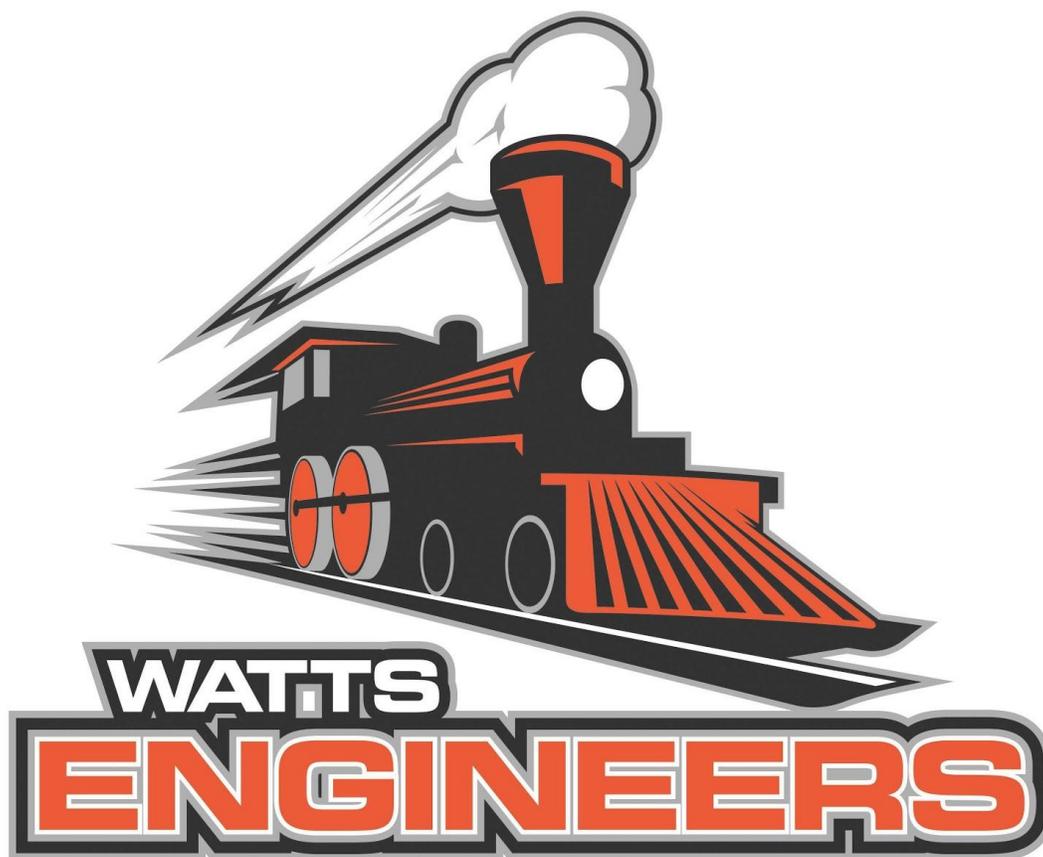


# Watts Public Schools

616 6th Street, Watts, OK 74964

## Return To Learn

### Guide for the 2020-2021 School Year



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## Introduction

Districts across the state are required to develop plans for reopening schools in response to the COVID-19 pandemic. This guide for the 2020-2021 school year was developed with collaboration from many sources. First and foremost was the Oklahoma State Department of Health and its *COVID-19 Guidance for Reopening Public Schools*. Input from parent and staff surveys, multiple meetings with area leaders and state leaders, and constant guidance from the Oklahoma State Department of Education has been a crucial part of the process. It is important to note that this document is subject to change depending on local, county, state, or national conditions or requirements or as directed by the Oklahoma State Superintendent of Public Instruction Joy Hofmeister or the Oklahoma State Board of Education.

As with all tough decisions that must be made, we understand that everyone will not be pleased with all of our decisions. The goal is to keep the school doors open while keeping everyone as safe as possible for those who want or need traditional classes. By making operational adjustments and following protocols, we hope to avoid closure due to COVID-19. As we developed the district plan, four main objectives served as guides in which everything else fell under in some way:

1. To safeguard to the best of our ability the health and safety of all students while at school, on school busses, or at school activities
2. To safeguard to the best of our ability the health and safety of all staff while at school, on school busses, or at school activities
3. To provide quality educational opportunities and services for each student
4. To be a responsible public entity and to do our part to help safeguard the health and safety of families and the community

## Educational Paths

The district will offer three educational paths of learning that are open to any student in the district grades PK-12. The school will work with each family to find the best option for each student.

### ❑ **Option 1: Traditional School**

Students will receive instruction at school directly from teachers/staff on campus.

- As recommended by the state, distance learning days are built into the calendar. This is planned to be approximately one day per month.
- School will move to distance learning as recommended or ordered by health department or other officials due to COVID-19
- School will move to distance learning as needed for inclement weather or other unforeseen circumstances

### ❑ **Option 2: Distance Learning / Virtual Learning**

Students who are distance/virtual learning will receive all educational services from a certified teacher at Watts Public Schools.

- Depending on the lesson objective and assignment, this might include the use of Google Classroom, Acellus, Exact Path, Zoom, etc.
- Communication with the teacher will be through email, phone calls, Zoom meetings, and/or what has been arranged by the teacher and student/parent
- Appointments may be made for coming on campus for tutoring
- Students will be required to come to the school for all state mandated testing
- Paper/pencil packets can be used in cases where internet service is not available as long as the teacher is able to communicate with the student by phone or some other means



### ❑ **Option 3: Blended Learning**

This is a combination of the traditional path and the virtual path

- Some classes will be taken at the school in the traditional manner and some classes will be taken away from the school in the virtual format
- Examples of this path might be:
  - Traditional classes in the morning and virtual classes in the afternoon
  - Virtual classes in the morning and traditional classes in the afternoon
  - Traditional classes for athletics or agriculture and virtual classes otherwise
- Possible examples that will more challenging
  - Traditional classes on Monday/ Wednesday, Virtual classes on Tuesday/ Thursday
  - Virtual classes on Monday/ Wednesday, Traditional classes on Tuesday/ Thursday
  - Traditional classes one day per week
- The school will work with each individual family for what is best for their situation, especially for students/families in health high risk categories.
- At least one class is taken at the school in person in some way

## **School Operations**

### **Communications from the School**

**Messaging System** - Important communications from the school, such as unexpected school closings, will be sent to parents through the district text messaging system. Phone numbers will be updated as we receive enrollment information. It is crucial for each parent to keep the school secretary informed of any changes of cell phone numbers to make sure messages are received. This is the most important method of quick communication from the district.

After school begins, any updates to phone numbers may be made by calling (918)-422-5311 then dialing extension 1236 for elementary grades PK-8th or extension 1259 for high school grades 9-12.

Routine communications will also be sent through the text message system as well as announcements that are needed.

**District Website** - The updated website will also be a source of information and can be found at [www.wattsschool.com](http://www.wattsschool.com).

**Facebook** - The district also posts information on our Facebook page:  
<https://www.facebook.com/WattsEngineers/>

**Routine Communications** - Routine information such as class newsletters, teacher notes, flyers, etc. will continue to be sent home with students.

**COVID-19** - Communication regarding COVID-19 will require the district to follow state and county health department guidelines as well as FERPA laws. Specifics such as names will not be made public if a closure is needed due to COVID-19. However, we will communicate as much as possible with safe health measures in mind.



## Protocols

According to the Oklahoma State Health Department, COVID-19 is mostly spread by respiratory droplets that are released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Therefore, personal prevention practices such as handwashing, staying home when sick, wearing a mask, and environmental cleaning and disinfection are important principles. (Source: Oklahoma State Department of Health: *COVID-19 Guidance for Reopening Public Schools*)

### Stay Home When Sick

- ❑ When should students or staff stay home?
  - Has tested positive for COVID-19
  - Showing COVID-19 symptoms
  - Had close contact with a person with COVID-19
  - Has a temperature of 100 degrees Fahrenheit or above
  
- ❑ What are the common symptoms of COVID-19?
  - fever
  - cough
  - sore throat
  - chills
  - muscle pain
  - shortness of breath
  - difficulty breathing
  - new loss of taste
  - new loss of smell
  - feeling unusually weak or fatigued
  - headache
  - runny or congested nose
  - diarrhea

*\*Symptoms can range from mild to severe. It is also important to note that some cases have been asymptomatic.*

- ❑ What about attendance and school work?
  - With parent communication to the school, a student can easily move to distance learning
  - Staff have sick leave, extra COVID-19 coverage if applicable, etc.

#### ❑ Other illnesses

Each student should be kept at home anytime he or she has diarrhea, is vomiting, or has another illness that might be contagious or generally makes it impossible for the student to function at school.

*note: The school is not allowed to distribute any medication unless a student has a prescription and the medication is in the labeled container with clear directions from the pharmacy. This includes aspirin, Tylenol, Pepto, etc.*

The school will work with students and families concerning attendance and school work. Parent communication with the school is crucial so that the student may switch to distance learning as needed.



## Temperature Checks

- One of the common symptoms of COVID-19, as well as many other contagious illnesses, is fever. *This is something that is objective and easily measured.* It is crucial that everyone involved with the school check temperatures. Any person with a temperature of 100 degrees Fahrenheit (100 °F) or above will not be allowed to come to the school or remain at school.
- A medical grade touchless thermometer will be used to check temperatures before entering school buildings. Staff will check students' temperatures and then admit the students into the building. This will be conducted for each building. Students who arrive anytime after school starts must report to the appropriate office or designated area.

## Student Drop Off / Pick Up

*As a virus prevention strategy, it is advised for parents to drop off students at school instead of students riding the school bus whenever possible.*

- **Before School** - For students in Grades PK-4, parents who bring their students to school may walk students to the exterior door of the elementary building. Parents will not be allowed to enter the building or walk students to the classroom or to the cafeteria. For students in Grades 5-12, parents may drop off students either in the gym parking lot or in front of the high school.
- **After School** - For students in Grades PK-4, parents picking up students in the afternoon will need to remain in their cars. Parents will not be able to wait in the hallway. A staff member will escort students to the gym parking lot to meet parents. For students in Grades 5-12, teachers will release students to meet parents in the parking lot or the designated area.

## Busses

- Students' temperatures will be checked by school staff before the student enters the school bus. A student with a temperature of 100 degrees Fahrenheit or above is not allowed at school. It is crucial for parents to check students' temperatures each morning before the bus arrives at the bus stop so that there are no surprises.
- As advised by the state department of health and the state department of education, seats will be assigned on the school busses. Students from the same household will be assigned to sit together. Assigned seating will apply to all bus trips. Students will be seated as far apart as is possible.
- The windows will be kept open as much as weather permits on the school busses. This is to allow fresh air movement and ventilation.
- The busses will be sprayed with a disinfectant after every use.
- Masks are required for all on school busses.



## **Masks**

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. Masks might help to prevent the wearer from getting sick, but the primary purpose is to protect other people in case the wearer is unknowingly infected but does not have any symptoms. The mask must cover the mouth and nose and be school appropriate.

- PK-2: recommended
- 3-12: required
- Staff: required
- All on Busses: required (regardless of age)

***Classes will build in short breaks during the day from wearing face masks when risk of transmission is lower, such as when people are outside or when spacing is adequate.***

- **Why is this a requirement?**  
The Oklahoma Health Department and the Cherokee Nation Health Department have advised the wearing of masks and that this action will greatly help to keep more people safe and will mitigate school campus closure.
- **Goal: Keep the School Open**  
Our goal is to keep the school doors open with on-campus learning and interaction. We believe a high majority of students of all ages learn best and have the highest chance of success by coming to school to learn from teachers in person. Last spring, we all learned how difficult it is to continue the academic process with distance learning, especially for elementary students.
- **Option to Face Masks**  
The district is offering the virtual education pathway for students whose parents have any concerns for attending school on campus.

## **Hand Hygiene**

- **One of the best protections against the virus is adequate handwashing.**  
This requires washing with soap and water for at least 20 seconds. Students will be encouraged to wash hands often. Staggered handwashing breaks will be implemented.
- If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used.
- Washing hands and the use of hand sanitizer will be frequent and routine requirements of the school day.



## Social Distancing

It is difficult to social distance in a traditional school setting. However, adjustments will take place as the school year begins. Group sizes will be kept as small and static as possible.

- Meal time is a time when large groups are usually together. To alleviate this, certain classes will have meals delivered to the classrooms. Other classes will be divided into smaller groups for meals.
- The high school will utilize home rooms instead of a central gathering area.
- Modified layouts will be utilized. It is best practice for students to face the same direction in the classroom.
- Supplies will not be shared. Each student's items will be kept separate from others.

## Cafeteria

Parents and other visitors are not allowed in the cafeteria. We will not have any day when parents might come to eat lunch with their child this year.

## Access to Buildings

**Parents and other visitors will not have access to the school buildings this year except by appointment or scheduled meetings.**

If an appointment is arranged, masks are required and point of entry temperature checks are required as well as satisfactorily answering the following visitor screening:

- Have you had a temperature over 100 in the last 24 hours?
- Have you lost your sense of taste or smell in the last 24 hours?
- Have you tested positive for COVID-19 in the last 14 days?
- Have you been in close contact with anyone that has a positive case of COVID-19?
- Have you experienced any cold or flu-like symptoms in the last 14 day? (cough, shortness of breath or other respiratory problems)

## Parent / Teacher Conferences

All conferences will be held either over the phone or by means of Zoom, Google Meet, or other meeting application. Parents are encouraged to keep ongoing communication with teachers by email as well. Appointments may be made as the situation warrants for in person meetings by arrangement.

## School Calendar

- As recommended by the state, distance learning days are built into the calendar. This is planned to be one day per month.
- **School will move to distance learning as recommended or ordered by the health department or other officials due to COVID-19 in addition to what is planned in the school calendar**
- School will move to distance learning as needed for inclement weather or other unforeseen circumstances



## **Cleaning and Disinfection**

The school will be cleaned and disinfected each evening. Additionally, surfaces will be cleaned and disinfected frequently throughout the day. A sanitizing spray will be applied every evening as well. Door handles will be wiped down on a regular basis. Extra attention will be given to cleaning and sanitizing. Busses will be sanitized after each route.

## **Classrooms**

The arrangement of classrooms will be guided by the recommendations of the state health department. All students will face the same direction if at all possible. Each class will have a seating chart. Students will be seated as far apart as possible. Personal items cannot be shared and will be kept separate from classmates.

Shared items such as lab equipment, computer keyboards, exercise equipment, etc. will be cleaned with disinfectant cleaner or wipes after each use.

## **Water Fountains**

Students will be required to drink from their own personal water bottle or from a disposable cup. Students will not be allowed to drink out of the water fountain in any building at any time. Students will not be allowed to share water bottles or cups. Water bottle filling stations are installed in each building.

# **COVID-19: Procedures When Someone Gets Sick**

## **Definitions**

**Confirmed COVID-19** means that you were tested for the COVID-19 virus and you learned that the test result was positive for COVID-19 – regardless of whether you have symptoms.

**Suspected COVID-19** means that you have any ONE of the following signs or symptoms, which are new or not explained by another reason: Fever; Chills, or Repeated Shaking/Shivering; Cough; Sore Throat; Shortness of Breath; Difficulty Breathing; Feeling Unusually Weak or Fatigued; New Loss of Taste or Smell Muscle pain; Headache; Runny or congested nose; Diarrhea

**Close Contact** is defined as: 1) Living in the same household as someone with Confirmed COVID-19; or 2) Spending more than 10 minutes within 6 feet of someone with Confirmed COVID-19

## **What happens if symptoms develop during the school day?**

Should a student develop symptoms during the school day, the individual will be separated from others. The student will be sent to a waiting area and required to wear a mask, regardless of age. The parents will be notified and must pick up the student immediately.



Should a staff member develop symptoms during the school day, the immediate supervisor must be notified immediately. The individual will be separated from students and others. The staff member will be sent home.

The area used by the sick individual will be closed off until it is cleaned and disinfected.

### **When can I return to school if I had symptoms and received a positive COVID-19 test result?**

You may return to school when **all** of the following are true:

- A. It has been at least 10 days have passed since symptoms first started; **AND**
- B. You have had 3 days in a row with no fever; **AND**
- C. During those 3 days you have not taken any fever-reducing medication such as Tylenol, Acetaminophen, Advil, Ibuprofen, Aleve, Naproxen, or any other brand/type of fever reducing medication; **AND**
- D. You have had at least 3 days of improved cough or shortness of breath if you had these symptoms.

### **When can I return to school if I have symptoms of COVID-19?**

You may return to school when **all** of the following are true:

- A. It has been at least 10 days have passed since symptoms first started; **AND**
- B. You have had 3 days in a row with no fever; **AND**
- C. During those 3 days you have not taken any fever-reducing medication such as Tylenol, Acetaminophen, Advil, Ibuprofen, Aleve, Naproxen, or any other brand/type of fever reducing medication; **AND**
- D. You have had at least 3 days of improved cough or shortness of breath if you had these symptoms.

### **When can I return to school if I have confirmed COVID-19 but have no symptoms and never had any symptoms?**

- You may return to school 10 days after the date of the test that resulted in a positive result.

### **When can I return to school if I have had close contact with someone who has COVID-19?**

You may return to school when **all** of the following are true:

- 14 days have passed since exposure; **AND**
- You are experiencing no symptoms at the end of the 14 days  
*If you are re-exposed to someone who has COVID-19, the 14 day count starts over from the day of re-exposure. Quarantine is crucial so that you are not re-exposed and also so that you don't expose others if you end up having COVID-19.*



## **What if someone in my household has symptoms and has been tested?**

If someone in your household has symptoms, you must stay away from the school and school events until results of the test are known. If the test result is negative, the symptoms are no longer present, and you have not developed symptoms, you may return to school.

*This is subject to change based on future advice from the CDC and the health department.*

## **What should I do if I'm not sure if I should send my student to school?**

If there is any doubt about whether or not you should send your child to school, err on the side of caution. Have your child stay home then notify the school. We will work with you.

### ***Note from the Superintendent:***

*It is not possible to list every situation that might arise as we return to school. Please know that Watts Public School strives to do the best that we can to keep the doors open for on-site learning for our students. We want to serve each student in the format that the parent chooses.*

*It will take all of us working together to get through this challenging school year. With all the rules and guidelines that the district must follow, we had to make a lot of changes. Change is hard and we know it will be an adjustment. We ask for your patience and help in this process.*

*Thank you!  
Lisa Weaver, Superintendent*