

# Newport City School System



**PROTOCOLS FOR SAFE  
REOPENING OF SCHOOL  
*2020 – 2021***

(Updated July 28, 2020)

# Newport City School System

## Reopening Plans for the 2020-2021 School Year

### *Letter from the Director*

Dear Newport City School System Community,

Newport Grammar School will reopen for the new school year on Tuesday, August 11, 2020 for student registration day. The school will follow the 2020-21 school calendar adopted by the Newport City Board of Education. The start of the school year will have students attending in-person instruction, but will allow parents the option to enroll in virtual instruction. Additional information about virtual learning requirements and registration will be provided by the district in the coming weeks.

For its reopening, a phased approach will be utilized that takes into consideration the potential risk of spread of COVID-19 in the community. Based upon the potential risk of spread, increasing levels of adjustments will be made to campus activities in accordance to CDC and TDOE guidelines. Throughout each phase, there will be a continued focus on disinfection of classrooms and other spaces on campus through increasing the number of custodial staff.

Additional adjustments will be made to campus activities to promote a safe and healthy learning environment, including: daily temperature checks for students and staff, social distancing practices, limiting the number of students gathered in a single space, limiting non-essential visitors from entering campus, adjustments to meal services, providing necessary supplies to limit sharing, and frequent disinfection of all areas. The Newport City Board of Education has voted to require the use of masks for all students and staff. Additionally, continuation of athletic events will be contingent upon CDC and TMSAA guidelines.

In the event of a decision for school closure, all students and staff will transition to online instruction to ensure the continuation of learning. Preparations have been made to support this transition. Instructional practices used in the classroom will provide students with the skills for using technology for learning in the event that a move to online instruction is necessary. As well, all Newport Grammar School teachers will be completing Google certification training during the summer.

The decision to reopen or close campus will be made in consultation between the Newport City Board of Education, local officials, and the regional health department. The administrative team of the Newport City School System and Newport Grammar School will continue to monitor and make adjustments as necessary, using CDC and TDOE guidelines to ensure precautions are taken at all phases of reopening. As always, the district will continue to prioritize the welfare, health, and safety of all students and staff of Newport Grammar School.

Sincerely,

Sandra W. Burchette, Ed.S.  
*Director of Newport City School System*

# **Newport City School System**

Reopening Plans for the 2020-2021 School Year

*Plan Development Teams*

## **Steering Committee**

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# Newport City School System

## Protocols for Safe Reopening of School for the 2020-2021 School Year

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# Newport City School System

## Reopening Plans for the 2020-2021 School Year

### *Key Terms*

To assess, consider, and understand the COVID-19 scenarios, establishing a shared vocabulary is critical. The following terms frequently occur throughout this report:

- **Coronavirus:** A specific type of virus named for the appearance of crown-like spikes on its surface. There are seven known types of coronaviruses that can infect human beings. A “novel” coronavirus is a new subtype of coronavirus to which human beings have not been previously exposed and are thus, more susceptible to infection. SARS-CoV-2 is a novel coronavirus.
- **COVID-19:** Abbreviation of “Coronavirus Disease-2019”. The name for the actual disease state caused by the coronavirus. COVID-19 and SARS-CoV-2 are often used interchangeably, although this is inaccurate. The term “COVID-19” should be used to discuss the disease, while SARS-CoV-2 should designate the virus itself.
- **Epidemic:** An outbreak of disease that spreads quickly and affects many individuals at the same time.
- **Herd immunity:** Resistance to the spread of a contagious disease within a population that results when a sufficient number of persons are immune, either through prior infection and recovery, or through vaccination. Herd immunity does not begin to develop until at least 60-70% of the population has been infected and recovered or vaccinated.
- **Incubation period:** The duration of time it takes for an infected person to begin to physically manifest symptoms that can be outwardly observed.
- **Influenza virus:** Another specific type of virus from a different family than coronaviruses. There are several types of influenza virus, of which only three typically cause infection in humans on a seasonal basis.
- **Isolation:** Separation of sick people with a contagious disease from people who are not sick.
- **Pandemic:** A specific type of epidemic — the outbreak of widespread disease — that spreads over greater geographic distances and affects an exceptionally high proportion of the population. Pandemics are relatively rare events, and not every epidemic qualifies as a pandemic. The World Health Organization declared the SARS-CoV-2 outbreak a pandemic in March 2020.
- **Quarantine:** Separates and restricts movement of people who have been exposed to a contagious disease to see if they become sick.
- **Severe Acute Respiratory Syndrome-Coronavirus-2:** Abbreviated as SARS-CoV-2, the scientific name of the coronavirus causing the current pandemic.

# Newport City School System

## Reopening Plans for the 2020-2021 School Year

### *Understanding Pandemic Modeling*

Coronavirus and Influenza Epidemiologists typically rely on prior disease outbreaks for guidance when modeling new virus behavior. For example, annual influenza modeling relies on historical influenza virus behavior, but the COVID-19 pandemic has proven somewhat atypical from a modeling perspective for several reasons.

- First, coronaviruses, as a family, have not been known to cause pandemics like this one. Recent coronavirus outbreaks, including Severe Acute Respiratory Syndrome (SARS) and Middle East Respiratory Syndrome (MERS), did not have the geographic reach of SARS-CoV-2. Instead, they manifested in more limited geographic areas.
- Second, each was less infectious than SARS-CoV-2, and transmission from person-to-person was lower than that of SARS-CoV-2.
- Finally, both SARS and MERS were each much more lethal than SARS-CoV-2 (approximately 14% and 35% of the individuals respectively who contracted the viruses died).<sup>1</sup> These mitigating factors made the termination of transmission chains easier to achieve.

Broadly speaking, although they are from different families of viruses, SARS-CoV-2 is displaying behavior more like a novel influenza than to a coronavirus because of its higher transmissibility, wider geographic spread, and lower comparative mortality rate relative to other lethal coronaviruses. Therefore, influenza outbreaks offer better historical and comparative models for assessing this outbreak.

Since 1700, there have been at least eight global influenza pandemics that can inform COVID-19 scenario planning.

# Newport City School System

## Reopening Plans for the 2020-2021 School Year *Coronavirus and Influenza Similarities and Differences*

Similarities	Differences
Both novel influenza and SARS-CoV-2 are highly contagious and capable of infecting large groups of people because nearly everyone in the global population is susceptible to the virus, and there is an absence of immunity.	SARS-CoV-2 has a longer incubation period than influenza (between 2-14 days <sup>3</sup> ), and the percentage of persons with asymptomatic infections is greater with COVID-19 (up to 25%, compared to approximately 16% in influenza). <sup>4,5</sup> Furthermore, studies show that rates and quantities of viral shedding with SARS-CoV-2 may actually peak before symptoms manifest themselves, which allows infected individuals to spread the disease with greater efficiency than those infected with influenza. <sup>6,7</sup>
Both are spread by respiratory droplets and share the ability to spread between people without showing symptoms during the incubation period. <sup>1</sup>	Higher Basic Reproductive Rate (Ro) for SARS-CoV-2. For comparison, the Ro with prior pandemic influenza outbreaks has been around 2, meaning that each person infected passes it to two other persons. <sup>1</sup> For SARS-CoV-2, the Ro has fluctuated between 1 during periods of extreme social distancing and up to 5.7 or higher without mitigation measures in place.

1. <https://www.who.int/emergencies/en/>
2. [https://cidrap.umn.edu/sites/default/files/public/downloads/cidrap-covid19-viewpoint-part1\\_0.pdf](https://cidrap.umn.edu/sites/default/files/public/downloads/cidrap-covid19-viewpoint-part1_0.pdf)
3. <https://www.acpjournals.org/doi/10.7326/M20-0504>
4. <https://www.livescience.com/coronavirus-asymptomatic-spread.html>
5. <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4586318/>
6. <https://www.nature.com/articles/s41591-020-0869-5>
7. <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4725380/>

### Seasonality and Duration

From a seasonal perspective, and again comparing SARS-CoV-2 to pandemic influenza, it is worth noting that, “of eight major [influenza] pandemics that have occurred since the early 1700s, no clear seasonal pattern has emerged for most. Two started in the winter in the Northern Hemisphere, three in the spring, one in the summer, and two in the fall.”<sup>2</sup>

Of those eight pandemics, seven had a smaller early peak that dissipated over a few months, followed by a subsequent peak approximately six months later. Among those subsequent peaks, some were smaller, but some were significantly larger and quite devastating. In some, the mortality rates increased with time such that the disease became more dangerous during the second waves. Finally, some of the pandemics included third and even fourth waves, though these have all been smaller and of shorter duration than first- and second-wave events.

# Newport City School System

## Reopening Plans for the 2020-2021 School Year

### Quick Reference Chart

	PHASE 4	PHASE 3	PHASE 2	PHASE 1
<b>Risk of Spreading COVID-19</b>	<i>*None, but monitored</i>	<i>*Minimal</i>	<i>*Moderate</i>	<i>*Significant</i>
<b>School Session Status</b>	Traditional	In Session	In Session	Online
<b>Distance Learning</b>	Available	Available	Available	All Students
<b>Campus Entrances</b>	Monitored	Monitored	Monitored	Closed
<b>Health Screening</b>	For students and staff with symptoms of illness	All students and staff	All students and staff	Closed
<b>Campus Visitors</b>	Normal	Essential only with masks and screening	Critical only with masks and screening	None
<b>Social Distancing</b>	Per state guidelines	Promoted; adjustments to class periods where needed	Required; adjustments to class sizes	Closed
<b>Facilities Cleaning</b>	CDC guidelines	CDC guidelines	CDC guidelines	CDC guidelines
<b>Assemblies</b>	Allowed	Per state guidelines with face masks	Discouraged	Discontinued
<b>Inter-school Activities</b>	Normal	Per state guidelines	Per state guidelines	Discontinued
<b>After-school Activities</b>	Normal	Continue with use of face masks	Possibly Discontinued	Discontinued
<b>Field Trips</b>	Destinations evaluated for safety	In-county only	Discontinued	Discontinued
<b>After-school Childcare</b>	Normal	Per state guidelines	Per state guidelines	Closed
<b>Meal Services</b>	Normal	Multiple Locations	Multiple Locations	Pending Funding
<b>Student Device Access</b>	Individual Access	Individual Access	Individual Access	Take-home Options

# Newport City School System

## Reopening Plans for the 2020-2021 School Year

### *Protocol Phases*

#### **Phase 4: No Risk of Community Transmission of COVID -19**

Requires monitoring.

- The traditional school year proceeds with continual monitoring of the COVID – 19 situation.
- Field trips evaluated based on current conditions.

#### **Phase 3: Risk of Spreading COVID – 19 Is Minimal**

Requires minimal mitigation.

- Parents are encouraged to monitor their children for any cough, congestion, shortness of breath, or gastrointestinal symptoms each morning before coming to school.
- Temperature checks at multiple entrances for students and staff. The school nurse will be contacted if a student has a temperature. The nurse will check the temperature with an ear thermometer. The student will be taken to an area utilized for students/staff exhibiting flu symptoms. The nurse and student will both wear masks until a parent comes to pick the sick child up. An alternate area will be designated for students requiring first aid or medication distribution.
- Nonessential visitors will be limited. All visitors are subject to temperature checks. Masks are required.
- Evaluate schedules when possible to limit the number of students in the hallway during class changes.
- Masks are encouraged during transitions between rooms or areas.
- Educate students on social distancing. Promote social distancing in hallways and classrooms. Visual cues can be used to encourage social distancing.
- Arrange all desks facing the same direction toward the front of the classroom with as much space between them as possible.
- Consideration should be given to keeping cohorts of students together during the day to limit the use of instructional space.
- Modify classes where students are likely to be in very close contact. Specialist teachers may be brought into individual classrooms. Physical education classes are encouraged to meet outside when possible, allowing more space between students.
- Encourage and reinforce good health etiquette (washing hands, using hand sanitizer, mask storage, etc). Avoid students sharing community supplies and actively teach good hygiene. Students will use individualized water containers; water fountains will be closed.
- Practice distance learning during sudden, short-term, or long-term closure periods. Provide professional development to train staff in implementing strategies and techniques to support distance learning. The district will develop curriculums that will support distance learning and train students with skills to access these lessons.

- Have outdoor wireless access points at the school to allow students without internet the ability to access the materials and videos needed to complete assignments.
- Staff meetings will be held virtually or in large enough spaces to accommodate social distancing.
- CDC guidelines should be utilized in cleaning of the facility.
- Lunch and breakfast may be served in several locations to allow for social distancing.
- Assemblies of more than 50 students at a time are discouraged but allowed as long as facemasks remain in use.
- After-school programs may continue with the use of face masks. This decision will depend on community transmission of COVID - 19.
- Out-of-county field trips are prohibited. Local trips evaluated based on current conditions.

## **Phase 2: Risk of Spreading COVID - 19 is Moderate**

Requires moderate mitigation.

- Maintain strategies outlined in Phase 3.
- Alternate school schedules will be considered with distance learning options. There would be a need to decrease the number of students in the building. Students may be required to attend on alternate days. Instruction and guidance would be provided by the teacher. There would be expanded assignments for days that students are not in school attendance. Virtual learning will be aligned with state standards. Technical support will be provided. Students will receive feedback on student learning in a timely manner.
- Parents are encouraged to monitor their children for any cough, congestion, shortness of breath, or gastrointestinal symptoms each morning before coming to school.
- Temperature checks and health screenings at multiple entrances for students and staff. The school nurse will be contacted if a student has a temperature. The nurse will check the temperature with an ear thermometer. The student will be taken to an area utilized for students/staff exhibiting flu symptoms. The nurse and student will both wear masks until a parent comes to pick the sick child up. An alternate area will be designated for students requiring first aid or medication distribution.
- Access to the building will be limited to students and staff only.
- Off-site field trips are discontinued.
- After-school programs may be discontinued.

## **Phase 1: Risk of Spreading COVID - 19 is Significant**

Requires significant mitigation.

- School closure is implemented with distance learning options in place focused on major instructional standards of the grade. Options may be offered to PreK-2 including packets and Google Classroom/Google Meet.
- No on-site activities are allowed.
- All inter-school activities are discontinued.
- After-school activities and childcare are closed.
- Meal service may continue based on available federal and state funding.

# Newport City School System

## Reopening Plans for the 2020-2021 School Year *Testing Protocols and Responding to Positive Cases*

The CDC has specifically stated that schools are not expected to be testing students or staff for SARS-CoV-2 (COVID - 19). A feasible protocol would include:

### **Phase 4 /Phase 3: No Risk to Minimal Community Spread**

- Students who develop fever or fall ill at school should be kept in a designated quarantined area with a surgical mask in place until they can be transported off campus. The School Health Coordinator or School Nurse will contact parents. They should be transported by their parents or ambulance for off-site testing. If the student tests positive, immediate efforts will be made to inform close contacts (those who spent more than 10 minutes in close proximity to the student) so that they can be quarantined at home. Classmates should be closely monitored for any symptoms. The recommendation is only to test students in the class that develop symptoms.
- Parents need to be notified of any positive cases in the classroom and/or school to encourage closer observation for any symptoms at home.
- Parents should check the student's temperature at home every morning using oral, tympanic, or temporal scanners; students with temperatures of 100.4 or above should stay home and consider coronavirus testing.
- Parents should ask their children or monitor for any cough, congestion, shortness of breath, or gastrointestinal symptoms every morning.
- Students sent home from school may return to school after the appropriate length of time as outlined by the most recent Tennessee Department of Health guidelines.

### **Phase 3/Phase 2: Minimal to Moderate Community Spread**

- Students who develop fever or fall ill at school should be kept in a designated quarantined area with a surgical mask in place until they can be transported off campus. They should be transported by their parents or ambulance for off-site testing. If the student tests positive, immediate efforts will be made to inform close contacts (those who spent more than 10 minutes in close proximity to the student) so that they can be quarantined at home. Classmates should be closely monitored for any symptoms. The recommendation is only to test students in the class that develop symptoms.
- In the event that a student or adult tests positive, the school will contact the Cocke County Health Department. The Cocke County Health Department will contact close contacts (those who spent more than 10 minutes in close proximity to the student) so that they can be quarantined at home. Classmates are to be monitored for any symptoms at this time. Testing of all students in the class is not recommended at this time. Only the students exhibiting symptoms require testing.

- Parents will be notified by the School Health Coordinator or the School Nurse of any positive cases in the classroom and/or school to encourage closer observation. Parents should check the student's temperature at home every morning using oral, tympanic, or temporal scanners; students with temperatures of 100.4 or above should stay home and consider coronavirus testing.
- Parents should ask their children or monitor for any cough, congestion, shortness of breath, or gastrointestinal symptoms every morning.
- Students sent home from school may return to school after the appropriate length of time as outlined by the most recent Tennessee Department of Health guidelines.

### **Phase 1: Risk of Spreading COVID-19 is Significant**

- School buildings are closed and all learning will take place virtually.

### **Responding to Positive Tests Among Staff and Students**

- In the event of a positive test among staff or a student, the classroom or areas exposed should be immediately closed until cleaning and disinfection can be performed. If the person was in the school building without a face mask, or large areas of the school were exposed to the person, short-term dismissals (2-5 days) may be required to clean and disinfect the larger areas. This decision should be made in concert with the local health department.
- If possible, smaller areas should be closed for 24 hours before cleaning to minimize the risk of airborne particles. Cleaning staff should wear an N95 respirator when cleaning these areas along with gloves and face shield.

### **Protocols for serving Medically Vulnerable Students and Teachers**

There is a concern whether certain high risks groups of students, teachers, and other employees may be at an increased risk of infection and severe disease by attending school in person. There is no validated data on how much risk is incurred by attending school in person. The individuals will need to make this decision to attend school with their health care provider.

### **Protocols for Athletic Activities**

The Newport City School System will follow the guidelines of TSSMA, CDC, and the local health department.

# Newport City School System

## Reopening Plans for the 2020-2021 School Year

### *Personal Protective Equipment*

#### **Phase 4: No Risk of Community Spread**

- No personal protective equipment is required.
- Regular use of hand sanitizer and hand washing per normal operating status.

#### **Phase 3/Phase 2: Minimal to Moderate Community Spread**

- All staff and students should wear face masks when they are in common areas, including moving between classrooms; masks may be homemade or disposable level one (basic) grade surgical masks; N95 respirators are not necessary, except for nurses and custodial staff cleaning and disinfecting an area exposed to a positive case.
- Students should wash their hands or use hand sanitizer after changing any classroom; teachers in the classroom should wash their hands or use sanitizer every time a new group of students enter their rooms.
- Students and teachers should have scheduled hand washing with soap and water every 1-2 hours.
- Privacy or barrier screens may be placed at the side of desks in classrooms.
- Gloves are not required except for janitorial staff or teachers cleaning their classrooms.
- Gowns, hair coverings, and shoe covers are not required.

#### **Phase 1: Substantial Community Spread**

Schools are closed.

# Newport City School System

## Reopening Plans for the 2020-2021 School Year

### *Cleaning Protocols*

Coronaviruses on hard surfaces can survive hours to days. Exposure to sunlight and higher temperatures is expected to diminish their survival. It is important to utilize more aggressive cleaning practices.

#### **Phase 4 /Phase 3: No to Minimal Community Spread**

- School campuses should undergo an increased cleaning schedule.
- Frequently touched surfaces, including lights, doors, benches, bathrooms, etc., should undergo cleaning with either an EPA-approved disinfectant or dilute bleach solution frequently throughout the day.
- Libraries, computer labs, arts, and other hands-on classrooms should undergo cleaning with either an EPA-approved disinfectant or dilute bleach solution frequently, no less than once daily.
- Efforts should be made to minimize sharing of materials between students.
- Student desks should be wiped down with either an EPA-approved disinfectant or dilute bleach solution frequently, no less than once daily.
- Playground equipment and athletic equipment should be cleaned with either an EPA-approved disinfectant or dilute bleach solution frequently, no less than daily, and students will disinfect hands after using equipment.
- Staff should wear gloves, surgical masks, and face shields when performing all cleaning activities.

#### **Phase 3/Phase 2: Minimal to Moderate Community Spread**

- Routine cleaning with standard soap and water removes germs and dirt and lowers the risk of spreading COVID-19.
- School campuses should undergo enhanced cleaning on a daily basis.
- Frequently touched surfaces, including lights, doors, benches, bathrooms, etc. should undergo cleaning with either an EPA-approved disinfectant or dilute bleach solution (1/3 cup bleach in 1 gallon of water) at least twice daily.
- Libraries, computer labs, arts, and other hands-on classrooms should undergo standard cleaning procedures per normal operating hours.
- Student desks should be wiped down with either an EPA-approved disinfectant or dilute bleach solution (1/3 cup bleach in 1 gallon of water) at least twice daily.
- Staff should wear gloves, surgical mask, and face shield when performing all cleaning activities.

#### **Phase 1: Substantial Community Spread**

Schools are closed and cleaning practices adjusted to maintain school buildings.

# Newport City School System

## Reopening Plans for the 2020-2021 School Year

### *Cleaning Procedures*

#### **Phase 4 : No Risk of Community Transmission of COVID-19**

- All classrooms and offices will be cleaned and disinfected once per day by custodial staff while no one is present
  - EPA/CDC approved disinfectants will be used
  - If available, electrostatic disinfectant sprayer will be used
  - Desks, tables, and chairs will all be thoroughly wiped
- High touch areas are cleaned and sanitized once per day
- Restrooms will be cleaned routinely
- Teachers or students will wipe down desks with disinfectant cleaner daily

#### **Phase 3/Phase 2: Risk of Spreading COVID – 19 Is Minimal to Moderate**

- Classrooms will be cleaned and disinfected twice per day by custodial staff while students are not present in room
  - EPA/CDC approved disinfectants will be used
  - If available, electrostatic disinfectant sprayer will be used
  - Desks, tables, and chairs will all be thoroughly wiped
- Vacuuming and trash removal will take place once daily
- Each grade level will have a different schedule due to planning times
- Offices will be cleaned and disinfected twice per day by custodial staff
  - Shared equipment such as copiers will be wiped down by staff after each use
- Door handles, push bars, and handrails, both inside and outside, will be wiped down with disinfectant cleaner at least four (4) times per day by custodial staff
- High touch areas such as toilet handles, toilet seats, sink countertops, sink handles, paper towel dispenser handles, soap dispensers, and locker handles will be wiped down with disinfectant cleaner at least four (4) times per day in addition to routine restroom cleaning by custodial staff
- Teachers, or students when appropriate, will wipe down desks and chairs with disinfectant cleaner before transitioning out of the room
- Special area and RTI classroom teachers will wipe down or spray desks, chairs, and equipment between each class
- Teachers will wipe down telephones and light switches after each use
- Playgrounds will be cleaned

## **Phase 1: Risk of Spreading COVID - 19 is Significant**

- Teaching and learning will take place digitally
- Restrooms that are in offices and cafeteria areas will be cleaned daily
  - Administrative team, administrative assistants, cafeteria staff, and teachers teaching may be present at school during this time
- Classrooms will be deep cleaned and disinfected after decision to close school is made
- Routine cleaning of classrooms, restrooms, and common areas will take place twice a week to avoid dirt and dust buildup

## **Other Considerations**

- Any shared equipment or supplies should be cleaned and disinfected by teacher/student between uses
- Proper handwashing techniques and good personal hygiene habits will be taught and frequently reinforced by staff
- Social distancing practices will be implemented during Phase 3/2
- Water fountains will only be operated by teachers to allow students to fill water bottles
- It is not feasible to clean and disinfect stationary playground equipment daily. Students should wash hands or use hand sanitizer before entering and after exiting the playground and be reminded not to touch their face.
- Any student who presents COVID-19 symptoms will be sent to the nurse's station and will be isolated in a separate room and be screened by the nurse
- Any area that has been occupied by an individual who is suspected or confirmed to have COVID-19 will be closed. Custodians will disinfect the area immediately after exposure and try to wait 24-hours after the exposure before resuming the use of the area.

# Newport City School System

## Reopening Plans for the 2020-2021 School Year

### *Cafeteria “Offer vs. Serve” Plan*

Outlined below you will find the 2020-2021 COVID-19 Cafeteria “Offer vs. Serve” Plan for Newport Grammar School. The center for Disease Control (CDC) recommends limiting exposure to large groups of people and to use spacing strategies to create a six-foot distance between people. To accommodate the CDC recommendations the main cafeteria and the primary cafeteria will be used as meal service locations. Meal service times will also be extended. Students and staff will maintain 6 feet social distancing before, during, and after meal service. Cafeteria personnel will be provided with Personal Protective Equipment (PPE) including masks and gloves. To ensure the safety of our students and staff there will be no one-on-one contact with individuals (hugs, handshakes, high fives, etc.). Cafeteria personnel will also limit social interactions with students and staff to speed up service time and minimize contact time. The “Share Table” will temporarily not be offered to stop the spread of germs. Visitors will not be permitted to enter the main cafeteria or primary cafeteria during meal service times.

#### **Before Entering the Cafeteria**

- Classroom teachers will have all students visit the restroom prior to entering the cafeteria to wash their hands thoroughly with soap and water.
- Students will line up on the blue tape on the floor in the hallway outside the cafeteria maintaining 6 feet social distancing.
- Students will then proceed to the hand sanitizing station before entering the cafeteria.

#### **Upon Entering the Cafeteria**

- Students will proceed to walk to each strip of blue tape on the floor in the cafeteria maintaining 6 feet social distancing.
- Upon arriving at the first serving station the cafeteria personnel will place a spork kit, tray and a milk of choice on the table for the student to pick up.
- Upon arriving at the second serving station cafeteria personnel will serve the students from behind the counter with their choice of fruit, vegetable, meat, and grain.
- Upon arriving at the third serving station students will be offered the opportunity to purchase A’ la carte items. Any A’ la carte item purchased will be placed on the table for the student to pick up.
- Upon arriving at the register students will notify the cashier of their name and teacher, the cashier will then charge the students account accordingly.
- Once the students’ meal has been purchased the students will proceed to walk to each strip of blue tape on the floor in the cafeteria maintaining 6 feet social distancing and sit at the designated seat marked. (Eating in main cafeteria.)
- Once the students’ meal has been purchased the students will proceed to walk to each strip of blue tape on the floor out of the main cafeteria maintaining 6 feet social distancing, proceed to the primary cafeteria and sit at the designated seat marked. (Eating in primary cafeteria.)

- Students will sit down to eat their food at the designated seat marked and maintain 6 feet social distancing.

### **Exiting the Cafeteria**

- Students will be dismissed by classroom and will proceed to walk to each strip of blue tape on the floor in the cafeteria maintaining 6 feet social distancing to throw away their trash.
- Students will then proceed to the hand sanitizing station once again before exiting the cafeteria.
- Upon exiting the cafeteria students will enter the hallway and line up on the strips of blue tape maintaining 6 feet social distancing for teacher pick up.

### **Cleaning / Disinfecting**

- Cafeteria Supervisor will reinforce and closely monitor personal hygiene practices.
- Cafeteria personnel are required to wash hands properly and frequently.
- Cafeteria personnel are required to wear a mask when handling food, preparing food, serving food, and while cleaning/sanitizing.
- Cafeteria personnel are required to wear single-use disposable gloves when handling food, preparing food, serving food, and while cleaning/sanitizing.
- Cafeteria personnel will thoroughly clean and sanitize all contact surface areas before, during, and after students arrive to eat and depart in the main cafeteria and primary cafeteria.

# Newport City School System

## Reopening Plans for the 2020-2021 School Year

### *Little Warriors COVID-19 Response*

As Tennessee Prepares to emerge from Safer at Home, the need for childcare within the community will increase. We have received several calls from our parents wondering when we might reopen. Our plan will be to prepare and notify parents of our intentions to open. The following describes the steps we will take to safely reopen Little Warriors:

**(These are supplement guidelines by the CDC to which we will follow.)**

1. Social Distancing Strategies:
  - Childcare classrooms will have small groups of the same children daily. If possible, separate the children of healthcare workers and first responders into a single classroom.
  - Limit the mixing of children, such as during lunch, snack, and playground times. Keep groups separate as much as possible.
2. Parent Drop-Off and Pick-Up:
  - We will have a childcare provider outside for drop-off and pick-up of children. Parents will not be allowed to enter the center. Curbside drop-off and pick-up will limit direct contact between parents and staff members to adhere to the social distancing recommendations.
  - Ideally, we would have the same parent drop-off and pick-up their children. If possible, older people or those with serious underlying medical conditions should not drop-off or pick-up children since those individuals are more at risk during the current pandemic.
3. Screen Children Upon Arrival:
  - Immediately take temperature when children are dropped-off at the center. They will then wash their hands with soap and water before entering the classrooms.
  - Ask parents if there have been any signs of illness the night before or upon arrival to the center.
  - Stand six feet apart during screening.
4. Clean and Disinfect:
  - Routinely clean, sanitize, and disinfect the classrooms. Clean, sanitize, and disinfect daily before and after snack, lunch, and play times. We will also clean, sanitize, and disinfect at the beginning and end of each day.
  - A lot of the cleaning, sanitizing, and disinfecting routines are already implemented on a regular basis in the Little Warriors' center. We will continue to be meticulous with our routines during this time of increased vulnerability.

In order to meet all requirements and be successful in meeting all CDC guidelines, I will need to allow three childcare employees in the center. We will go over all guidelines with our DOE Childcare Program Evaluator.

Thank you,  
Stacy Dawson  
Director LWP/ASC