



# Robin Hill Public School Return to LEARN

## Continuation of Services 2022-2023

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*to return to school or remain in school. Guidance by the Oklahoma State Department of Education is not mandated. Robin Hill Public School has the authority and flexibility to meet their individual needs and be responsive to the community.*

## Introduction

Robin Hill Public School has updated our guide for the 2021-2022 school year. This guide outlines our best effort to provide high quality educational opportunities for all students while keeping the health and safety of our staff and students at the forefront of all decisions.

Robin Hill Public School will offer traditional learning for student enrollment in 2021-2022 school year.

Robin Hill Public School recognizes that the traditional school setting will still have some adjustments for the upcoming school year. While these protocols may be unpleasant and unwanted to those of us who appreciate school as we have known it, we understand the importance of having students and teachers back in the school buildings; therefore, we accept the responsibility of finding the safest way to reopen our schools this year.

This plan is a result of many hours of teamwork, relying upon input and recommendations from the Oklahoma State Department of Education, the Oklahoma Department of Public Health, community partners, and our local education professionals at Robin Hill Public School.

## Explanation of Enrollment Terms

**Traditional Enrollment** Students who are enrolled in the traditional school setting will attend school in person except in the case of illness or school closure. Traditional students will complete work at school and through a virtual platform/online lessons as needed to ensure a continuation of education through any breaks in school face-to-face attendance. If there is a school closure or extended student absence due to COVID-19, traditional students will transition to **virtual learning**.

## Attendance Policy

In order to minimize exposure to COVID-19, students should by no means be sent to school if they are sick. It is important that students with any symptoms of illness stay home until the symptoms resolve. Absence codes have been added to reflect student absences due to COVID-related reasons. Please notify your child's school when any absence is related to COVID-19.

## Daily Procedures

- **Facial Coverings** - Masks are optional.
- **Hygiene/Respiratory Etiquette**- Staff will model proper hygiene and respiratory etiquette and students will be reminded on a daily basis.
- **Medications** - Only medicine prescribed by a doctor in its original container will be allowed at school. Over the counter medications will not be administered at school.
- **Hand Washing/Sanitizer** - Teachers and staff will model and expect enhanced hand washing and sanitizing routines throughout the school day. Students will be trained and reminded of these routines. Soap at sinks and sanitizing stations will be available throughout the building.
- **Water Fountains** -Students must bring their own water bottles every day. The district will make every effort to ensure a water filling station is available.
- **Temperature Checks** -If a student or staff member exhibits a fever of 100.0 degrees or greater while at school, they must immediately be picked up from school. They cannot return to school until they are fever free for 24 hours **without** fever reducing medication.
- **No Deliveries** - Deliveries to the school of non-necessities, such as flowers or outside food items, will not be allowed in order to minimize visitors in the building. The main entry has been designated for parents/guardians. The office staff will assist you with urgent needs pertaining to your child.
- **Outside Snacks & Birthday Treats/Parties** -Prior arrangements should be made for all special snacks and birthday treats. No birthday parties in the classrooms/cafeteria. All snacks and birthday treats must be store bought, no exceptions.
- **Visitors** - Visitors will only be allowed for essential purposes. Virtual and in-person meetings will be utilized.
- **Assemblies** - Administration will make up-to-date decisions for the possibility of assembly activities.
- **Library** - Access to school libraries and library books will be prohibited. Book check out and return procedures will be set to ensure sanitation processes are in place.
- **Specials** - Students will attend Specials on a rotating basis as usual. Equipment and workspaces will be frequently sanitized. Students will be instructed to follow social distancing guidelines when possible.
- **Playgrounds/Recess**- Students will attend recess. Hand sanitizer will be used before and after recess. A recess schedule will be developed that allows for outdoor playtime daily. Schedule will reflect zones occupied by grade level.
- **Extracurricular/Sports** - Archery, Basketball, Track, Cross Country and other Clubs will limit the number of participants and spectators to adhere to safety guidelines and precautions.
- **Field Trips** - Principals will assess requests for field trips and will approve/deny based upon curriculum needs and the health environment.

- **Computer Lab/Classroom Devices**- All technological devices needed for instructional purposes will not be shared with another student without first being sanitized. Sanitization will occur between uses.
- **Devices - IPADS & Chromebooks** - Students will be assigned a Chromebook or IPAD to use and take home as necessary during the school year. Teachers will communicate with parents if devices will be sent home.
- **PTO Events** - PTO serves a vital role in our schools. We understand that due to Covid-19, adjustments will be necessary. All events must be approved by the school principal.
- **Fundraisers** - All fundraisers will be considered by the school principal and will be approved or denied based upon need, ease and safety of management, and other factors associated with current circumstances surrounding Covid-19 issues.
- **Special Education** - Families of students receiving special services through an Individualized Education Plan (IEP) are encouraged to contact the Special Education Teacher if they have questions and concerns regarding special education situations. The IEP team can assist students and families with making decisions for a learning plan and platform that best meets the needs of each student based on his/her disability.

## Sick Child Procedures

- Teachers should inform the office and send the student to the office.
- Parents will be notified per the specific school plan so the student can be picked up promptly.
- Extra sanitation steps will be enacted as needed.
- Parents will stay in contact with the school to communicate the status of their child's health.
- School staff will be mindful of student privacy and only share information with "Need to Know" personnel. Social media posts pertaining to COVID 19 are strongly discouraged.

## Cleaning Procedures

- Robin Hill Public School will provide sanitation equipment, including additional state-of-the-art electrostatic sanitizers, to ensure proper sanitation in each building. Teachers will be provided sanitizing supplies to clean as needed and to sanitize desks and other areas according to school cleaning procedures. Restrooms will be sanitized multiple times daily - morning, midday, and after school hours - as part of this plan. Water fountains will not be in use until further guidance is given from the health department. Water bottle features on water fountains may be used to refill bottles.
- Robin Hill Public School will develop modified and expanded cleaning schedules to ensure daily sanitation and cleanliness of facilities. These cleaning cycles will be planned and completed daily to ensure that staff and students return to a sanitized environment.
- Teachers will perform basic cleaning procedures during the school day and will be provided with professional development/training on how to fulfill these expectations. Common sanitizing supplies will be provided for classroom use, including disinfectant spray for door knobs, and

- other high-touch areas; and hand sanitizer for each classroom.
- School leaders will conduct facility walkthroughs regularly with custodial staff to identify any areas needing additional cleaning and to make sure facilities are prepared.

## Child Nutrition Program Procedures

The Robin Hill Public School Child Nutrition Program (CNP) will work with the Oklahoma Department of Public Health and US Department of Agriculture to follow current guidance and create individual feeding plans for each school in the system by working together with the school administrative team and school CNP team.

The administration will develop a meal distribution plan to encourage hygiene and healthy eating environments. Classes will be scheduled to optimize class social distancing. Please note, parents/visitors will not be allowed to eat meals with students in the school facilities but students can be checked out for meals. Parents are encouraged to limit the times they check their students out for lunch and/or drop-off lunch, in an effort to minimize unnecessary potential exposure and loss of academic time. Child Nutrition staff will follow health department requirements for food preparation and distribution.

## Transportation Procedures

- The district intends to continue traditional busing services for existing routes. Social distancing will be challenging and may not be possible on all buses. Masks are optional for students riding the bus. Transportation vehicles will be frequently cleaned and disinfected.
- The bus will have assigned seats.

## Before/Aftercare/Arrival Procedures

- All school health and safety guidelines pertaining to COVID 19 apply in before and after care. Students will be encouraged to maintain social distancing in before and aftercare. Masks will be optional for students.
- Upon arrival of **Beforecare**, the students will enter through the south library doors. Parents may escort his/her student to the south library doors.
- **Aftercare** students will be sent out the south library doors. Parents are to wait in the car. A GroupMe will be used as the form of communication between staff and parents.
- **Morning drop off will be from 7:45-8:00**. Please obey these times, as it is a crucial part of our effort to protect our academic time for students.
  - **Pre-K students:** Morning drop off for our Pre-K students will be on the west side of the main front school entrance. Please walk your student to the Pre-k west

doors located by the small playground. Our staff members will meet you at the doorway to welcome your pre-k students with smiles. **(Older siblings of pre-k students may use side gates by Prek to access main building classrooms and portable classrooms)**

- **Kindergarten-8th grade (Pre-K may get dropped off with siblings in the morning):**  
All students (other than pre-K) will be dropped off on the south side of the gym, in the same place as morning drop off, in the past. At the point of exiting the vehicle students may go to the cafeteria to eat breakfast or to their classroom.

## Dismissal Procedures

- **Dismissal will begin at 2:45.** In your front car window, please display the sign with your child/children's last name, teacher name and grade. Your child will be brought to your vehicle.
- **Students Kindergarten – 5th grade:** These students will be picked up in our traditional 'car line'. They will be seated with their classes, inside the gym, in a manner that will follow social distancing guidelines. Your student(s) will be brought to your vehicle as you pull up to the door on the east side of the gym.
- **Students 6th grade-8th grade:** The 6th – 8th grade students will be picked up on the north side of the middle school pod of classrooms. You will need to pull in the traditional car line. After passing by the gym and 4th/5th grade pick up points, you will be directed to the 6th-8th grade pod.
- We apologize for any inconvenience, but **we ask that you stay in the line**, no matter what grade student you are picking up. **Please do not pass other vehicles** or try to exit after picking up your child. We need to ensure our students' safety as they are placed in their vehicles. We understand this may take a moment longer, but it is vital to follow these rules to keep everyone safe. We also ask that you do not exit your vehicle.

## How can parents help?

- Stay Positive! If you have concerns, please contact a school staff member.
- Social media posts pertaining to positive COVID 19 test results are discouraged.
- If your child has any of the following symptoms, keep them home: runny nose, sneezing, coughing, fever, headache, diarrhea, sore throat, body aches, irritated eyes. If your child has any of the above symptoms, he/she will be sent home.
- Students need to be 100% healthy to attend school.

**The first line of defense for preventing the spread of infection in our school is the home defense.** Parents and families should be familiar with the symptoms associated with infection and keep students at home if any of these symptoms are evident. These symptoms include:

- Fever of 100 or higher, especially first thing in the morning
- Cough, runny nose, or sinus congestion
- Trouble breathing or persistent pain/pressure in the chest
- Abdominal pain or stomach ache
- Diarrhea or vomiting
- Sudden loss of taste or smell.

**Parents are encouraged to take students' temperatures and assess their health status before school each day. Robin Hill Public School does not provide vaccinations. Contact Cleveland County Health Department for more information pertaining to vaccines.**

## **COVID 19 - Exposure & Quarantine Procedures**

### **Isolations:**

- Any person testing positive for Covid-19 will have to isolate for five days from the beginning of symptoms (such as a fever or a persistent cough) or the day of the positive test (whichever is earlier). If symptoms have improved and the individual remains fever free for 24 hours (without use of medication), they may return to school/work on day six. The CDC recommends wearing a mask for days six through ten. Any person still symptomatic following the five-day period should continue to isolate.

### **Quarantine Recommendations:**

- ROBIN HILL will no longer conduct contact tracing on a case-by-case basis. Instead, we will focus our resources to conduct outbreak or "hot-spot" investigations as necessary. This will be used to determine if quarantine or temporary closure for a class, grade level, or school site is necessary. ROBIN HILL will no longer notify each individual identified as a "close contact" OR notify a building or campus of a positive case. Instead, ROBIN HILL will notify families and staff who may be involved in an outbreak or "hot spot" incident. ROBIN HILL will no longer require "close contacts" who are not experiencing any symptoms to quarantine following an exposure, regardless of vaccination status. Any individual not meeting one or more of the exemptions listed above must choose from the following quarantine protocols: