

Cumberland County School District Guidelines for Re-Opening



Districtwide Procedures and Expectations	
Daily Schedule	<ul style="list-style-type: none"> • Schools will open utilizing non-traditional instruction August 13 through 21, 2020. • In-person instruction begins on August 24, 2020. • All schools will begin in-person instruction at 7:35 a.m. • All schools will dismiss in-person instruction at 2:40 p.m. • Students who have selected the Virtual Instructional Program will learn asynchronously. That means instructional videos and assignments will be posted each day for students to complete at a time that works for their family.
Face Coverings	<ul style="list-style-type: none"> • Students in grades 1-12 will be asked to wear a face covering. Students in Head Start and kindergarten will not be asked to wear a face covering. • Face coverings will be provided to students. • Parents are encouraged to wash face coverings on a regular basis to maintain good hygiene. • Facial coverings will be required in the building when social distancing is not possible and when students are moving. <ul style="list-style-type: none"> ○ Face coverings can be removed when someone is seated, at least six feet apart from all others, and, for students, permission is given by an adult. • Refusal to wear a face covering will result in a student conference with the administration and parent/guardian.
Social Distancing	<ul style="list-style-type: none"> • Social distancing of 6 feet will be maintained when possible. • Students may not always be able to be socially distanced in classrooms. If they cannot be socially distanced, then they will be asked to wear a face covering.

Screening	<ul style="list-style-type: none"> • Parents should complete a temperature check before putting students on the bus. • Temperature checks will be required upon entry for everyone. • Anyone with a temperature of 100.4 or higher will follow guidelines provided by the local health department.
Sanitation and Environmental	<ul style="list-style-type: none"> • The district will provide cleaning spray and hand sanitizer for each room. • Teachers will spray desks and other surfaces before class (before anyone sits down). • Washing of hands will be encouraged. • Custodians will clean common areas regularly.

The School Day for In-Person Instruction at All Schools

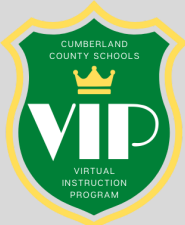
Busses	<ul style="list-style-type: none"> • Parents are asked to take their children’s temperature before putting them on the bus. If a child has a fever of 100.4 or higher, please do not send them to school. • Students in grades 1–12 will be asked to wear a face covering while on the bus. • Children living in the same household will be asked to sit together. • Students will be asked to spread out and put as much space between them as possible while on the bus. • When busses arrive at each school, students will be unloaded for a temperature check before entering the building. • Bus drivers will track attendance of bus riders each day for contact tracing purposes. • Busses will be sanitized at the end of the morning and afternoon route after students have been unloaded.
Classroom	<ul style="list-style-type: none"> • Face coverings shall be properly worn throughout the class unless seated and socially distanced 6 ft apart. Teachers may ask students to leave coverings on while seated. • Students must have assigned seats in every class, teachers will keep a record of the seats assigned, and students must sit in their assigned seat every day. • For contact tracing purposes, seating during group work will also be recorded.
Changing of classes and Hallways	<ul style="list-style-type: none"> • When walking in the hallways everyone must walk on the right-hand side in the direction indicated. • Signs will help with traffic flow.
Restrooms	<ul style="list-style-type: none"> • Procedures are in place to allow students to use the restroom. • Supervision at the restrooms will help ensure overcrowding does not occur and social distancing is adhered to as best as possible (restroom capacity will be limited to the number of toilets in the restroom). • Markers on the floor will assist with social distancing. • Students will wash hands before leaving the restroom.
Water Fountains	<ul style="list-style-type: none"> • The water bottle filling stations at each school will be open. • Students are encouraged to bring their own reusable water bottles.

<p>Visitors</p>	<ul style="list-style-type: none"> • All visitors are discouraged inside the building until further notice as guidelines allow. If possible, please make an appointment before visiting school. • Any parent or visitor who drops in during the school day will have to stay in the reception area.
<p>Technology</p>	<ul style="list-style-type: none"> • Each student will be assigned a chromebook or electronic device and a Technology Contract will be signed by parents and students. • Students who have signed out a device will need to bring it with them for in-person instruction each day.
<p>Field trips and Assemblies</p>	<ul style="list-style-type: none"> • For safety purposes, until further notice, no field trips or entire school assemblies will occur. • Smaller assemblies or necessary group meetings may occur according to school and district guidelines.

After-School Programs and Athletics

<p>After school activities</p>	<ul style="list-style-type: none"> • School sponsored after school activities will take place according to guidelines provided from the district and state. • Students must stay with their faculty sponsor during the activity. Groups must stay in a specific assigned area and sponsors will stay with students until they are picked up. • Athletics will follow guidelines published by the Kentucky High School Athletic Association (KHSAA).
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Virtual Instruction Program (VIP) and Non-Traditional Instruction (NTI)

<p>Virtual Instruction Program</p> 	<ul style="list-style-type: none"> • Parents opting for VIP may contact the school to request a return to in-person instruction. If you originally signed your student up for in-person classes, but would like to change to the virtual option, you will need to request a change. The change of enrollment form can be accessed HERE.
<p>Non-Traditional Instruction (NTI)</p>	<ul style="list-style-type: none"> • On days that ALL learners are learning remotely, we will be using NTI days. • Grades/participation will be updated in Infinite Campus.

Procedures Specific to Each School

<p>Cumberland County Elementary School</p>	<p>Arrival</p> <ul style="list-style-type: none"> • All students will have their temperatures taken upon arrival. Any student with a temperature over 100.4 will either be directed to the nurse and/or a room for quarantine purposes or be sent home with their parents
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**Cumberland County
Middle School**

- Face coverings will be given to those who do not have a face coverings and hands will be sanitized upon entry into the building.
- Car riders will be dropped off at the middle of the lower lot - like previous years. They will enter the school through the main entrance.
- Bus riders will enter the building through the main entrance and the two front side entrances - under direction of school staff.
- Students will go directly to their classrooms after 7 am.
- Students can be dropped off from 6:30 to 7:00 for 21st Century Morning Lab.

Dismissal

- Bus students will exit the building from the three front locations to load the bus.
- Car riders will be dismissed after all busses have exited the campus. Students will be called directly from their class to the front parking lot. Please be patient the first few days as we adjust to this modified pickup procedure with an increased number of car riders.

Breakfast and Lunch

- Breakfasts will be delivered and students will eat in their homeroom class upon arrival to school.
- Lunch will also be delivered to the classroom. Students will eat in the classroom or outside if weather permits.

Arrival

- Students can begin arriving at 6:30. Those students will be socially distanced in the gym until 7:00
- Any person arriving on campus has been instructed to sign in at the front office and have their temperature checked before entering the rest of the building
- Student's temperatures will be taken as they are dropped off at school and will enter through the front doors
- Any student with a temperature over 100.4 will either be directed to the nurse and/or a room for quarantine purposes or be sent home with their parents
- Upon entry to the building, students will go directly to their 1st period class - all teachers will need to be at work by 7:00 to accommodate this
- There will be no morning assembly in order to avoid large groups of students gathering
- Teachers, staff, and visitors will also have their temperatures taken once they arrive on campus

Dismissal

- Students will be dismissed according to busses that arrive first to avoid overcrowding the bus loading zone and the hallways
- We will stagger dismissal according to bus numbers and grade levels beginning with the first bus that arrives
- After the 1st round of busses have left, we will dismiss car riders by last names
- After 2nd round of busses have left, we will dismiss walkers

	<p>Breakfast and Lunch</p> <ul style="list-style-type: none"> • Lunch times have been staggered to allow for each class to have time to hand wash, pick up food, and return to their classrooms or go outside if weather permits- we have ordered 7 additional picnic tables • Cafeteria workers will be available with breakfast on carts as students arrive at school and enter so they can pick up their breakfast and take it with them to their classrooms
<p>Cumberland County High School</p>	<p>Arrival</p> <ul style="list-style-type: none"> • Students who arrive between 6:30 and 7 will be directed to the gym and remain socially distant. • Students will walk directly to their 1st period class when they arrive between 7 and 7:40 a.m. • Car riders will enter the doors by the gym. • All student drivers will park in the back parking lot and enter through the doors at the gym. • Bus riders will enter the school from the front doors. • Temperature checks will take place outside of the entry doors daily. <p>Dismissal</p> <ul style="list-style-type: none"> • Dismissal will be staggered. Student drivers and car riders will be dismissed first, then first round bus riders, and then second round riders. Student drivers will exit through the doors in the ag hallway, and car riders will exit through the front doors. Bus riders will exit through the gym lobby doors. <p>Breakfast and Lunch</p> <ul style="list-style-type: none"> • Breakfast will be delivered to 1st block classrooms by staff members. Lunch times have been assigned to each family. A family is a group of students who take the same core content classes daily in order to reliably check for contact tracing. Students and staff may get their hot lunch for the day in the cafeteria but they will take the lunch back to the room to eat.

<p>COVID-Specific Information</p>	
<p>Positive test of student, faculty, and staff</p>	<ul style="list-style-type: none"> • If a student, faculty, or staff member tests positive for COVID-19, administration will consult with district personnel and the local health department on next steps for the school in terms of contact tracing, possible exposures, and quarantining. • The decision tree for Cumberland County School District can be accessed HERE.
<p>Returning to school</p>	<ul style="list-style-type: none"> • Anyone testing positive, along with any members of their household, will be asked to quarantine until cleared by the health department. • After the quarantine, the student or faculty/staff person may return to school once they are medically cleared with documentation.